

COMMISSION MEETING AGENDA  
April 18, 1991 - 10:00 a.m.  
Holiday Inn Holidome  
Mariposa Room  
5321 Date Avenue  
Sacramento, CA 95841  
(916) 338-5800

CALL TO ORDER

FLAG SALUTE

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

HONORING COMMISSIONER CARM J. GRANDE - MARCH 1984 - MAY 1991

APPROVAL OF MINUTES

- A. Approval of the minutes of the January 17, 1991 regular Commission meeting at the Holiday Inn On-the-Bay in San Diego.

CONSENT CALENDAR

B.1 Receiving Course Certification Report

Since the January meeting, there have been 197 new certifications, 5 decertifications, and 29 modifications. In approving the Consent Calendar, your Honorable Commission receives the report.

B.2 Receiving Financial Report - Third Quarter FY 1990/91

The third quarter financial report will be provided at the meeting for information purposes. In approving the Consent Calendar, your Honorable Commission receives the report.

B.3 Receiving Information on New Entries Into the POST Regular (Reimbursement Program)

The Port of Los Angeles Police Department and the Sacramento City Unified School District have met the Commission's requirements and have been accepted into the POST Regular (Reimbursement) Program. In approving the Consent Calendar, your Honorable Commission receives the report.

B.4 Receiving Information on New Entry Into the POST Specialized (Non-Reimbursable) Program

The Santa Barbara County District Attorney's Welfare Fraud Unit has met the Commission's requirements and has been accepted into the POST Specialized (Non-Reimbursable) Program. In approving the Consent Calendar, your Honorable Commission receives the report.

B.5 Receiving Information on New Entries Into the Public Safety Dispatcher Program

Procedures provide that agencies that have expressed willingness to abide by POST Regulations and have passed ordinances as required by Penal Code Section 13522 may enter into the POST Reimbursable Public Safety Dispatcher Program pursuant to Penal Code Sections 13510(c) and 13525.

In approving the Consent Calendar, your Honorable Commission notes that since the January meeting, four agencies listed in the enclosed report have met the requirements and have been accepted into the POST Reimbursable Public Safety Dispatcher Program. These new entrants bring to 290, the number of agencies joining the program since it began July 1, 1989.

COMPLIANCE AND CERTIFICATES

C. August Vollmer University Appeal for POST to Recognize Non-Accredited Education Units

This matter is before the Commission on appeal from Dr. John Kenney, President of August Vollmer University (AVU). AVU wants the Commission to change its regulations to allow their non-accredited units and courses to be accepted toward the award of POST professional certificates.

Since 1965, the Commission has recognized only units awarded by accredited colleges and universities. To do otherwise would amount to POST being an accrediting agency. This would require POST to develop accrediting or approval standards and procedures, and expenditure of resources to review institutions for approval.

Recent legislation has created a state-level commission of "approving" non-accredited education and vocational training institutions. Regulations governing such "approval" have not been adopted, meaning that the program is not yet operative. August Vollmer University will presumably be a candidate for "approval" status after rules are enacted and approved by the Office of Administrative Law. Once approval

procedures are in place, the Commission may wish to look at recognizing credits from qualifying institutions.

Part of Dr. Kenney's appeal for an exception to the accreditation policy is that the August Vollmer University program is devoted exclusively to criminal justice/criminology. He notes that the university's degrees are appropriate and applicable for law enforcement, and therefore they should be accepted toward the award of POST Intermediate and Advanced Certificates.

Accreditation and approval status are options potentially available to AVU. The fact that AVU has a law enforcement emphasis still begs the question of the Commission's role in recognizing non-accredited institutions. However, if the Commission were to consider a change in POST Regulations at this time, as requested by Dr. Kenney, it would be necessary for POST to establish its own criteria for approving or accrediting educational institutions. This would require a public hearing to change regulations.

Subject to input at the meeting, appropriate action would appear to be a MOTION to deny the request for recognition of non-accredited units, courses, and degrees toward the award of POST professional certificates.

D. Recommendation to Schedule a Public Hearing on July 18, 1991  
Pertaining to Changing POST Regulations on Certificate  
Revocation

Pursuant to Penal Code Section 13510.1, the Commission maintains a certificate program for specified peace officers who are awarded Basic, Intermediate, Advanced, Supervisory, Management, and Executive certificates for purposes of fostering professionalization in law enforcement. The commission revokes certificates when a holder is convicted of felony crimes. All certificates remain the property of the Commission underscoring the Commission's authority to cancel certificates for felony convictions and other reasons, consistent with POST regulations.

The report under this tab includes a proposal to change regulations to permit the cancellation of POST certificates of individuals for certain felony convictions which have been reduced to a misdemeanor pursuant to Penal Code Section 17, subsections (b)(1) or (3). Specifically, it is proposed that certificates be canceled when an officer is so convicted of a crime involving unlawful sexual behavior, assault under color of authority, dishonesty associated with official duties, theft, or narcotics offenses.

It is further proposed that revocations be broadened to include those instances where an individual has been disqualified under Government Code Section 1029 (a). In addition to felony convictions, Government Code Section 1029 (a) disqualifies a person for the position of peace officer when adjudged by a Superior Court to be mentally incompetent; found not guilty by reason of insanity of any felony; determined to be a mentally disordered sex offender; or adjudged addicted or in danger of becoming addicted to narcotics and committed to a state institution.

If the Commission concurs, the appropriate MOTION would be to schedule a public hearing at the July 18, 1991 meeting to consider changes in POST Regulation 1011 to require the cancellation of certificates issued to persons who have been convicted of specified misdemeanors, or who have been disqualified as peace officers under Government Code Section 1029 (a).

#### INFORMATION SERVICES

E. Recommendation to Authorize Contracting for Computer Programming Services Associated with Database Replacement

Last spring, staff successfully negotiated with Systemhouse, Inc. for replacement of POST's database management system, INFO DB+. Completion of all tasks associated with conversion to the new database software was targeted for June 30, 1991. However, several delays by state oversight agencies stalled contract approval until mid-December 1990. Consequently, project work did not begin until January 1991.

To date, approximately 10% of the project work has been completed. In March, POST lost the services of its senior, most experienced programmer leaving two full-time programmers in the data processing unit. Overall contractual obligations between POST, Systemhouse and the vendor of the software being replaced require that the conversion project be completed by mid-August 1991. This goal cannot be met without additional programming assistance.

It appears reasonably certain that POST can acquire programming services through the state's Master Services Agreement (MSA) administered by the Department of General Services. If a programmer with the requisite expertise cannot be secured through the MSA, it is proposed that the Commission grant authority to the Executive Director to contract with another public or private entity that can provide qualified personnel for the project. Staff estimates that up to 688 hours of programming assistance



will be required to complete the conversion project at a cost not to exceed \$35,000. This recommendation will have been reviewed by the Finance Committee prior to the meeting.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to contract with the Department of General Services or other public or private entity for programming services at a cost not to exceed \$35,000.

#### MANAGEMENT COUNSELING

F. Recommendation to Approve the OTS Traffic Grant Software (ATAARMS) Report and to Authorize its Distribution to the Field

In 1987 the Commission received a grant from the Office of Traffic Safety to develop a microcomputer based Traffic Accident Analysis and Records Management System (ATAARMS) for small- and medium-size law enforcement agencies. System design and programming was completed in February 1991. Program testing by the police departments of Coronado, Folsom, and Roseville was completed in March 1991. Two user training sessions will be presented by POST staff in May 1991. At that time, the software and user's manual will be available for general distribution to interested agencies.

Staff will briefly describe and demonstrate the system. Though this program is in fulfillment of a grant, it is appropriate for the Commission to MOVE approval of the ATAARMS System and authorize its distribution to the field.

#### TRAINING PROGRAM SERVICES

G. Report and Recommendation to Approve a Contract for Interactive Video First Aid/CPR Training Courseware

At its November 1990 meeting the Commission authorized the dissemination of a Request for Proposals (RFP) to develop an interactive multimedia course of instruction on Law Enforcement First Aid Training. The RFP called for the design and development of instructional materials and software to be used with the same or compatible equipment being used by law enforcement agencies and training institutions to deliver the interactive version of P.C. 832 mandated training. Planned time for delivery from expected start-up time in June 1991 is approximately nineteen months, or by January 1, 1993.

The RFP was distributed to more than 95 potential vendors. The proposals were evaluated for key factors such as instructional design, technical approach, available

expertise and experience, and ability to deliver the products on schedule. Eleven formal proposals were received.

Final evaluations of proposals were still in progress as this agenda was being finalized. The bid analysis and the recommended vendor will be presented at the Commission meeting along with the recommendation of the Finance Committee. A background report is included under this tab.

Assuming a successful bidder, and if the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to sign a contract for this purpose.

H. Report and Recommendation to Survey the Field on a Proposal to Expand the POST Distance Learning Satellite Receive Network

At its January 17, 1991 meeting, The Commission instructed staff to move ahead on ACR 58 plans as quickly as resources allowed with development of a proposal for distance learning programs being given high priority. This agenda item proposes a distance learning program for Fiscal Year 1991-92, and presents options for expanding the satellite downlink network to all California law enforcement agencies.

Downlink network options include:

1. Waiting as individual agencies continue to purchase their own satellite antennas.
2. Directly reimburse agencies up to specific amount (e.g. \$3,000) for the costs they incur for the purchase of an antenna which meets minimum specifications (estimated cost \$1,587,000).
3. Going to bid on a lease agreement which would install and maintain satellite equipment.

The Long Range Planning Committee recommends surveying the field for interest and commitment to distance learning, with special focus on option #2, as the next step. A draft questionnaire is being designed and will be available at the Commission meeting which will provide information to and gather input from law enforcement administrators on their reaction to this proposal. Results of the questionnaire will be available to the Commission at the July meeting.

If the Commission concurs, the appropriate action would be a MOTION to authorize distribution of the field survey with a report of results scheduled for the July 1991 meeting.

I. Recommendation to Authorize Contracts for Distance Learning Satellite Video Broadcasts in Fiscal Year 1991/92

During 1990/91 POST had entered into several contracts with San Diego State University for the production and satellite transmission of videotape training programs. These included four training tape broadcasts at a cost of \$24,000 and three telecourses at an approximate cost of \$96,000 for an overall expenditure of approximately \$120,000.

In FY 1991/92 additional programs are proposed to allow one training tape broadcast every month. This will amount to twelve two-hour programs and up to six telecourses throughout the year. This matter will have been reviewed by the Finance Committee prior to the meeting. Total proposed amount to \$316,000.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to negotiate and sign contracts with:

- (1) The Alameda County District Attorney's Office and Golden West College for the purchase of legal update programs for FY 1991/92 in amounts not to exceed \$52,000; and
- (2) The San Diego State University, or other units of the California State University System, to produce and uplink POST training broadcasts for FY 1991/92 in amounts not to exceed \$264,000. (ROLL CALL VOTE)

EXECUTIVE OFFICE

J. Report on ACR Implementation Progress and Plans

The Assembly Concurrent Resolution 58 study has been completed and the report submitted to the Legislature with several specific recommendations. Assemblyman Robert Campbell has submitted AB 492, which incorporates these recommendations into law. When AB 492 is signed into law, the Commission will receive legislative authority and some additional money to proceed with many of the recommendations, and a full assessment of skill development facilities and funding resources.

Some of the ACR recommendations are reflected by several items on this agenda such as distance learning, ATAARSM, and IVD contracts. Over the next few months POST staff will be working to further implement the recommendations dealing with the development of several pilot and demonstration projects, the implementation of the Learning Technology Laboratory (LTL), the expansion of our distance learning

program, and the start of the overall facilities needs assessment and funding study.

These areas will be more fully developed and brought forward with specific recommendations over a period of time. The report accompanying this agenda item outlines the various proposed pilot projects and demonstration programs included in the preliminary implementation plans for the ACR 58 project. A copy of AB 492 (the ACR implementation bill) is under Tab O - Legislative Committee.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to continue to develop and implement recommendations outlined in both the ACR 58 Study and AB 492.

K. Report and Recommendation to Approve a \$14,000 Contract with the San Diego Police Department for Producing the ACR 58 Video Tape

The San Diego Police Department was contracted with to produce the ACR 58 Report video tape. Normal costs are about \$1000 per finished minute. Arrangements were made to make a nine to ten-minute tape, not to exceed \$9,999. Final scripting based upon the completed ACR 58 Study report resulted in the need for a video with a running time of 20-minutes. The San Diego Police Department agreed to complete the tape on time and with the full script. However, the cost of making the 20-minute video tape was considerably more than allowed in the initial contract. Staff and the department have negotiated a more realistic video production cost.

If the Commission concurs, the appropriate action would be a MOTION (ROLL CALL VOTE) to authorize the Executive Director to sign a contract with the City of San Diego for a total amount of \$14,000 for the production of the ACR 58 video tape.

L. Recommendation to Approve a Royalty Agreement between POST and Los Angeles County Sheriff's Department (LASD)

POST contracted with LASD starting in 1987 to develop a firearms training course which incorporated a shoot/no shoot judgment simulator. The contract required LASD to develop video scenarios for the course. These videos will be pressed on laser disc by a private firm for use in the shoot/no shoot training program. The private firm is negotiating with LASD for marketing rights outside of California. If an agreement is reached, royalties on sales would be paid to LASD by the private firm. POST and LASD have reached tentative agreement, subject to Commission

approval, to share equally in any royalties received from sales of the videos. It is proposed that a formal agreement between POST and LASD be established to divide royalties, which would amount to about \$200 to POST for each disc sold out-of-state.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contractual arrangement with LASD to share the royalties described in the report.

#### COMMITTEE REPORTS

##### M. Long Range Planning Committee

Commissioner Tidwell, Chairman of the Long Range Planning Committee, will report on the Committee meetings held March 19, 1991 in San Bernardino and April 17, 1991 in Sacramento.

##### N. Finance Committee

At the January meeting, the Commission authorized negotiation of a number of contracts for training and other services. These contracts will be reviewed by the Finance Committee at its April 17, 1991 meeting in Sacramento. Commissioner Wasserman will report the Committee's recommended actions on the following contracts.

Assuming favorable recommendations of the Finance Committee, the appropriate action, if the Commission concurs, would be a MOTION to adopt the recommendations of the Finance Committee, approve the contracts for Fiscal Year 1991/92, and authorize the Executive Director to sign them on behalf of the Commission. (ROLL CALL VOTE)

#### Proposed Contracts for Fiscal Year 1991/92 are as follows:

- |    |  |           |
|----|--|-----------|
| 1. | Contracts for the Management Course are proposed for the following presenters:   | \$330,783 |
|    | California State University - Humboldt   |           |
|    | California State University - Long Beach   |           |
|    | California State University - Northridge   |           |
|    | California State University - San Jose   |           |
|    | San Diego Regional Training Center   |           |
| 2. | A contract with California State Polytechnic University, Pomona for 5 presentations of the Executive Development Course. | \$121,555 |
| 3. | A contract with San Diego Regional Training Center for support of executive training                                     | \$453,618 |

including the Command College.

- |     |   |           |
|-----|---|-----------|
| 4.  | An Interagency Agreement with CSU Long Beach for administrative services for the Supervisory Leadership Institute.  | \$391,684 |
| 5.  | A contract with Cooperative Personnel Services to administer the Basic Course Proficiency Examination.  | \$ 33,900 |
| 6.  | A contract with Cooperative Personnel Services to administer the POST Entry-Level Reading and Writing Test Battery.   | \$ 98,400 |
| 7.  | A contract with Cooperative Personnel Services to administer the P.C. 832 Written Examination.  | \$ 78,900 |
| 8.  | A contract with Cooperative Personnel Services to administer the Public Safety Dispatcher Basic Training Equivalency Examination.                                   | \$ 13,375 |
| 9.  | An Interagency Agreement with the State Controller's Office for Auditing Services.  | \$ 85,000 |
| 10. | A contract with the State's Teale Data Center for computer services. The contract provides a link between POST's computer and the Data Center's mainframe computer. | \$ 89,000 |
| 11. | A contract to provide mandatory CALSTARS accounting computer linkage for necessary data processing services by the Health and Welfare Data Center.                  | \$ 24,000 |
| 12. | An Interagency Agreement with the State Department of Justice Training Center.  | \$953,081 |

The Department of Justice has provided training to local law enforcement through an Interagency Agreement with POST since 1974. During fiscal year 1990-91, the amount allocated to this training was \$870,933, which included a \$104,000 mid-year supplement to provide additional narcotics-related training.

As a result of recent California law enforcement training need expressions, the number of narcotics-related training courses is being increased in this budget. Staff continues

to engage in the development, standardization and update of narcotics-related curricula for regional presenters. As these presenters are certified for needed narcotics training, we anticipate the need for contract courses will decrease.

Staff will monitor the need to offer the contract courses during this fiscal year.

O. Legislative Review Committee

Commissioner Block, Chairman of the Commission's Legislative Review Committee will report on the Committee meeting held April 18, 1991 in Sacramento.

P. Advisory Committee

John Clements, Chairman of the POST Advisory Committee, will report on the meeting held April 17, 1991 in Sacramento.

OLD/NEW BUSINESS

Q. Appointment of Advisory Committee Members

Each of five organizations represented on the POST Advisory Committee has submitted the name of a nominee to fill a three-year term of office beginning in September 1991. The nominees are:

Dolores Kan, representing the Women Peace Officer's Association of California, Inc. (WPOA).

Jay Clark, representing the California Association of Police Training Officers (CAPTO).

Derald Hunt, representing the California Association of Administration of Justice Educators (CAAJE).

Joe Flannagan, representing the Peace Officers' Research Association of California (PORAC).

Chief Don Forkus, representing the California Peace Officers' Association (CPOA).

R. Correspondence

Request by California Reserve Officer's Association for representative of the Association to the POST Advisory Committee.

Request by Community United Against Violence (CUAV) to address the Commission. Assemblyman John Burton has also requested that members of his staff be afforded the opportunity to address the Commission concerning the Cultural Awareness Study. (Chairman Tidwell has indicated he will take this out of order and move it to the beginning of the agenda so those speaking will have a time certain.)

S. Report of the Nominating Committee for Election of Officers

Commissioner Wasserman, Chairman of the Nominating Committee, will report the results of the Committee's recommendations for nominations for Commission Chairman and Vice-Chairman.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

July 18, 1991 - Marriott Mission Valley - San Diego  
October 31, 1991 - Holiday Inn Capitol Plaza - Sacramento  
January 23, 1992 - Bahia Hotel - San Diego  
April 16, 1992 - Radisson Hotel - Sacramento

ADJOURNMENT



COMMISSION MEETING MINUTES

January 17, 1991  
Holiday Inn On-The-Bay  
San Diego, CA

The meeting was called to order at 10:15 a.m. by Chairman Tidwell.

Commissioner Grande led the flag salute.

ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

Commissioners Present:

Carm J. Grande  
Ronald Lowenberg  
Daniel E. Lungren  
Edward Maghakian  
Floyd Tidwell  
Robert L. Vernon  
Robert Wasserman

Commissioners Absent:

Sherman Block  
Richard Hunt  
Raquel Montenegro  
Richard L. Moore  
Alex Pantaleoni

POST Advisory Committee Members Present:

Don Brown  
Jay Clark  
John Clements  
Dolores Kan  
Joe McKeown

Staff Present:

Norman C. Boehm, Executive Director  
Glen Fine, Deputy Executive Director  
Hal Snow, Assistant Executive Director  
John Berner, Bureau Chief, Standards and Evaluation  
Mike DiMiceli, Bureau Chief, Management Counseling  
Holly Mitchum, Bureau Chief, Information Services  
Ken O'Brien, Bureau Chief, Training Program Services  
Otto Saltenberger, Bureau Chief, Administrative Services  
Darrell Stewart, Bureau Chief, Special Projects  
Doug Thomas, Bureau Chief, Center for Leadership Development  
Vera Roff, Executive Secretary

## Visitors' Roster:

Leroy T. Brady - San Diego Police Department  
Ken Culver - San Diego Sheriff's Department  
Bob Curry - San Diego Marshal's Office  
Fran Hickman - Los Angeles Police Department  
Dennis Kollar - CADA/San Diego Sheriff's Department  
Kelson McDaniel - L.E.T.N.  
Rick Michelson - Grossmont College Police Academy  
Mel Nichols - San Diego Sheriff's Department  
Chuck Page - Board of Corrections, STC  
Dean A. Rewarts - California Union of Safety Employees  
Robert Sleeth, V.P., Professional Peace Officers' Association,  
Los Angeles County

### A. APPROVAL OF MINUTES

MOTION - Maghakian, second - Wasserman, carried unanimously to approve the minutes of the November 1, 1990 Commission meeting at the Radisson Hotel in Sacramento.

### CONSENT CALENDAR

B. MOTION - Wasserman, second - Lowenberg, carried unanimously to approve the following Consent Calendar:

B.1 Receiving Course Certification Report

B.2 Receiving Financial Report - Second Quarter FY 1990/91

B.3 Receiving Information on New Entries Into the Public Safety Dispatcher Program

B.4 Setting Command College Tuition for Non-Reimbursable Agencies at \$3,747 for the Two-Year Course for Classes Beginning in 1981

B.5 Adopting a Resolution Commending Commissioner Floyd Tidwell on his Retirement as Sheriff of San Bernardino County

B.6 Adopting a Resolution Commending Former Sheriff John Duffy on his Retirement as Sheriff of San Diego County

### PUBLIC HEARINGS

The purpose of the public hearing was to receive testimony in regard to proposed amendments of Commission Regulations and Procedures. The hearing was divided into two parts. Part I pertained to the adoption of training standards for the P.C. 832 Course. Part II pertained to revisions of graduation requirements for the Regular Basic Course.

The public hearing was held in compliance with requirements set forth in the Administrative Procedures Act to provide public input on the proposed regulatory actions.

## PART I

### C. Proposal for Training Standards for the P.C. 832 Course

The purpose of this portion of the public hearing was to consider revision of training standards for the P.C. 832 Course.

Staff reported that pursuant to Penal Code Section 832 mandating an introductory training course for peace officers, POST requires a minimum 24-hour Arrest Course and for those peace officers who carry firearms an additional 16-hour Firearms Course for a total 40-hour requirement. An optional 16-hour Communication and Arrest Methods Course is recommended but not required.

It was proposed to: (1) include the optional Communications and Arrest Methods Course in the required Arrest Course, bringing that module from 24 to 40 hours; (2) increase the time required for the Firearms Course from 16 to 24 hours; (3) include a skill test requirement for arrest methods as handcuffing, person search, and weaponless defense; and (4) revise the Level III Reserve Course requirement to maintain consistency with the proposed P.C. 832 requirement.

Following completion of the staff report, the Chairman invited oral testimony. No one present indicated the desire to testify for against the proposal, and Part I of the public hearing was closed.

MOTION - Wasserman, second - Maghakian, carried unanimously to adopt the recommended changes to Commission Regulations 1080-1081, 1005, 1007 and Procedures H-3 and H-5 and to implement updating the curriculum hourly and testing requirements for the P.C. 832 Course, effective July 1, 1992 (Attachment A).

## PART II

### D. Proposal to Revise Graduation Requirements for the Regular Basic Course

The purpose of this portion of the public hearing was to consider revisions to the graduation requirements for the Regular Basic Course.

Staff reported that current graduation requirements for the Regular Basic Course are defined in terms of performance

objectives which the trainee must master. The majority of performance objectives require demonstration of knowledge; others require demonstration of a psychomotor skill. Each of the over 600 performance objectives which comprise the course is assigned to one of twelve broad categories called functional areas, and is designated a "success criterion" of either 70%, 80%, 90%, or 100%. In order to graduate, a trainee must, for each of the twelve functional areas, demonstrate mastery of 70% of the 70% objectives, 80% of the 80% objectives, and so on. Each academy is responsible for developing its own testing procedures and for determining whether a given trainee meets the graduation requirements.

The proposed changes to Commission Procedure and publication "Performance Objectives for the POST Basic Course" would have the effect of replacing the current "success criterion" approach for defining student mastery of the Regular Basic Course with the "knowledge domain" approach, wherein:

1. The knowledge performance objectives are grouped into "knowledge domains" based on similarity of subject matter content, the trainee is required to pass a POST-developed test of each knowledge domain, and the minimum passing score on each knowledge domain test is established by POST; and
2. All psychomotor skills performance objectives are classified as "must pass" objectives, with mastery of each such objective determined by the local academy.

It was also proposed that a trainee who fails a knowledge domain or psychomotor test be permitted only one opportunity to retest, unless the trainee missed instruction related to the test due to an academy-approved absence (in which case the trainee may be permitted a second retest).

Following completion of the staff report, Chairman Tidwell invited oral testimony. No one present indicated the desire to testify for or against the proposal, and Part II of the public hearing was closed.

MOTION - Maghakian, second - Lowenberg, carried unanimously to adopt the proposed changes to the current graduation requirements for the Regular Basic Course (Attachment B).

## CENTER FOR LEADERSHIP DEVELOPMENT

### E. Approval to Establish Tuition for Officers of Non-Reimbursable Agencies Attending the Supervisory Leadership Institute

At the January 1987 meeting, the Commission designated a tuition be charged for all eligible, non-reimbursable agencies desiring to send participants to the Command College.

It was recommended that a tuition also be established for non-reimbursable agencies to cover the direct costs for participation in the Supervisory Leadership Institute.

MOTION - Grande, second - Wasserman, carried unanimously to establish tuition of \$1568 for eligible, non-reimbursable agencies that participate in the Supervisory Leadership Institute beginning after July 1, 1991, and to direct staff to submit a report annually thereafter with recommendations for setting the tuition rate for the coming year.

## STANDARDS AND EVALUATION

### F. Report on POST Program to Recognize Physically Fit Peace Officers

Staff reported on development of a program for recognizing officers who achieve and maintain exemplary levels of physical fitness. As designed, officer participation in the program would be voluntary, and local agency personnel would be responsible for all aspects of the program administration, including all fitness testing. POST's role would be primarily that of training individuals to serve as local agency program administrators.

MOTION - Vernon, second - Maghakian, carried unanimously to receive the report and authorize limited field testing of the program, and to ask the Long Range Planning Committee to evaluate and report on the potential for POST involvement in recognizing officers who satisfy the fitness criteria.

### G. Approval of an Interagency Agreement with City of Los Angeles for the Assistance of Dr. Robert Goldberg in Revising the POST Medical Screening Manual

The POST Medical Manual for California Law Enforcement provides guidance to local agencies with respect to the medical pre-screening of peace officer applicants. The document, which is used by many agencies, has not been updated since 1977. An interagency agreement was proposed with the City of Los Angeles for an amount not to exceed

\$26,000 for the services of Dr. Robert Goldberg for a period of up to 55 days to assist POST staff in revision of the manual.

MOTION - Wasserman, second - Grande, carried unanimously by ROLL CALL VOTE to approve an interagency agreement with the City of Los Angeles for an amount not to exceed \$26,000 to assist in revising the POST medical screening manual.

#### TRAINING PROGRAM SERVICES

##### H. Report on Community College ADA Cap

As directed by the Commission, staff conducted a study to determine whether the community college funding cap for POST-certified courses would adversely affect the ability of community college POST-certified presenters to meet law enforcement training needs.

The survey was conducted of 58 POST-certified community college presenters which indicated that most of the respondents favor pursuing an exemption from the ADA Cap. However, consensus was that the real impact will not be felt until the end of the current fiscal year.

It was recommended that the Commission not currently seek legislative relief from the ADA Cap at this time, but to direct staff to continue monitoring the situation.

MOTION - Lowenberg, second - Wasserman, carried unanimously to direct staff and the Advisory Committee to continue to monitor the impact of the community college ADA cap and report back should action appear warranted.

##### I. Approval to Update the Curriculum of the POST Regualification Course

The Regualification Course was established effective January 1, 1988 as a Basic Course refresher for former officers with a three-year or longer break in service and for those not yet employed three or more years after completion of the Basic Course. The original 80-hour refresher course was expanded to 120 hours on January 1, 1990 in order to include all recent statutory mandates for basic training.

Staff recommended approval to update the curriculum to include new mandates enacted since that time. The new mandates are: Sudden Infant Death Syndrome Awareness; Handling the Developmentally Disabled/Mentally Ill (DDMI); Proposition 115 - Hearsay Testimony; and Carcinogenic Substances.

The proposed added curriculum would require six hours of instruction which would be accommodated within the overall 120 hours by adjusting hours by topics.

MOTION - Wasserman, second - Grande, carried unanimously to approve the proposed curriculum changes for the POST Qualification Course effective January 1, 1991.

#### MANAGEMENT COUNSELING

J. Approval of Feasibility Study Report Regarding Return to Custody Facility Corrections Officers

Assembly Bill 3401 (Waters) was chaptered as an emergency statute and became effective in September 1990. The law added Penal Code Section 830.55 to create a new peace officer category, Local Correctional Officer. The law also contained a requirement that the Commission study this new peace officer category to determine "the appropriate powers and authority" and report to the Legislature no later than March 15, 1991.

The staff study concluded that the described powers and authority are appropriate for the tasks and duties in a Return to Custody facility.

MOTION - Grande, second - Wasserman, carried unanimously to authorize submittal of the report regarding Correctional Officers (830.55 P.C.) to the Legislature no later than March 15, 1991.

#### EXECUTIVE OFFICE

K. Report on ACR 58 Implementation

A video tape introducing the ACR 58 report, "A Vision of Excellence" was reviewed by the Commission. It was recommended that the report and video be made available to the Governor, each legislator, heads of law enforcement agencies, PORAC, CPOA, CPCA, CSSA, and others, as appropriate. Staff reported that work on each of the major areas identified in the report are at various respective stages of development.

MOTION - Lowenberg, second - Moore, carried unanimously to endorse the ACR 58 study recommendations, authorize distribution of the report and video, and encourage further planning and implementation of the ACR 58 recommendations.

## COMMITTEE REPORTS

### L. Long Range Planning Committee

Chairman Tidwell, who also serves as Chairman of the Long Range Planning Committee, reported that the Committee met on January 16 in San Diego, and discussed the following issues:

#### 1. ACR 58 Study

There was consensus that staff should move ahead on ACR 58 issues as quickly as resources allow and that priority be given to expediting full development of a proposal for distance learning programs.

#### 2. LETN

At the November 1990 meeting, the Commission asked the Long Range Planning Committee to explore the feasibility of some type of agreement between POST and LETN. Staff prepared a report on this subject emphasizing need to develop a long term perspective and plan.

A representative of LETN attending the meeting submitted a proposal to install satellite dishes on a monthly rental basis.

After discussion there was consensus that an agreement would be premature as LETN's proposal has not been evaluated, and that staff should continue to develop proposals for distance learning and report back on this and on the LETN proposal.

#### 3. Pre-Employment Drug Testing

Staff reviewed the results of a survey of law enforcement administrators about current practices and needs.

There was consensus that this is an important area and that staff should be directed to develop guidelines for voluntary use by local law enforcement agencies.

#### 4. Ethics Videos

Videos produced by local agencies were reviewed. Discussion suggested that the videos may be very effective for use in training settings. There was consensus that staff continue development work in this area.



5. Mather Air Force Base

Staff reported that the joint proposal by POST, Sacramento SD, Sacramento PD, and the Los Rios Community College District is still being viewed favorably. The proposal is for acquisition of land and buildings when the base is deactivated.

6. Need for Standards for Forensic Criminalists

The Committee reviewed an earlier proposal from then Attorney General John Van de Kamp suggesting that POST consider setting standards for criminalists. There are now no standards and criminalistics work is an important aspect of the law enforcement function. There was consensus that staff fully explore and evaluate the need and feasibility and report back.

7. Cultural Awareness Study

Staff provided a briefing on the status of this project. It was an informational item at this time.

MOTION - Wasserman, second - Maghakian, carried unanimously to accept the Long Range Planning Committee report and approve its recommendations.

M. Finance Committee

Commissioner Wasserman, Chairman of the Finance Committee, reported that the Committee met Wednesday, January 16, 1991 in San Diego and recommended the following proposed contracts be negotiated for Fiscal Year 1991/92:

1. Management Course

This course is currently budgeted at \$326,275 for 22 presentations by 5 presenters.

California State University - Humboldt  
California State University - Long Beach  
California State University - Northridge  
California State University - San Jose  
San Diego Regional Training Center

Course costs are consistent with Commission guidelines and performance by all five presenters has been satisfactory. Staff anticipates some increases over FY 1990/91 due to increased costs for instructors, coordination, facilities, and materials. No additional presenters are planned for 1991/92.

2. Executive Development Course

This course is currently presented by California State Polytechnic University, Pomona. In the 1990/91 FY, the course was revised and reformatted. A pilot program is scheduled for January 1991, and two additional courses are scheduled prior to June 1991, at a cost of \$97,490 including development costs. Course costs are consistent with POST guidelines, and the performance of the presenter has been satisfactory. Five presentations are being requested for 1991/92 FY, with an anticipated cost per presentation of \$23,736.

3. San Diego Regional Training Center - Support of Executive Training Including the Command College

The San Diego Regional Training Center serves as the primary contractor for a variety of management and executive training activities of the Commission conducted by the Center for Leadership Development. Curriculum development as well as instructional and evaluation costs for these training activities for FY 1990/91 was \$395,046. In FY 1991/92, ten additional executive seminars are anticipated, and a review and redesign of the Management Course is planned. Staff anticipates there will be increased costs in the 1991/92 contract to accommodate these additional activities.

4. CSU Long Beach - Support of the POST Supervisory Leadership Institute

The CSU Long Beach Foundation provides administrative services for the Supervisory Leadership Institute. This includes training site support; ordering materials; paying instructors and auditors; and purchasing equipment. Costs for these services in FY 90/91 were \$287,572.

Course presentation will expand from four to six classes during 1991/92 FY, with some anticipated increased costs for the instructional and administrative services reflected in this contract.

5. Cooperative Personnel Services - Basic Course Proficiency Examination

POST has contracted with Cooperative Personnel Services for administration of the POST Proficiency Examination in each of the last ten years. The current year contract is for \$31,266.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1990/91 for an amount not to exceed \$34,000. The anticipated cost increase is based on a modest increase in Basic Course graduates and labor and shipping cost increases of approximately 7%.

6. Cooperative Personnel Services - Entry-Level Reading and Writing Test Battery

POST has contracted with Cooperative Personnel Services for administration of the POST entry-level reading and writing test battery since 1983. The current year contract is for \$92,000.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1990/91 for an amount not to exceed \$98,500. The anticipated cost assumes labor and shipping cost increases of approximately 7%.

7. Cooperative Personnel Services - P.C. 832 Written Examination

POST has contracted with Cooperative Personnel Services for administration of the P.C. 832 Written Examination in each of the last two years. The current year contract is for \$71,500. The anticipated cost increase assumes labor and shipping cost increases of approximately 7% and includes a \$5,000 line item for pilot administration of new test items that will be needed to address anticipated additions to the course curricula.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1990/91 for an amount not to exceed \$71,500. The relative cost decrease is attributable to the growing number of P.C. 832 course presenters who have requested and been granted authority to administer the test locally.

8. State Controller's Office - Agreement for Auditing Services

Each year POST has negotiated an Interagency Agreement with the State Controller's Office to conduct audits of selected local jurisdictions which receive POST reimbursement funds. The Commission approved an

agreement not to exceed \$85,000 for the current fiscal year.

Approval is requested to negotiate a similar agreement to maintain current level of service for Fiscal Year 1991-92.

9. Computer Services Contract - Teale Data Center

POST has an Interagency Agreement with Teale Data Center (a state agency) for computer services. The contract provides a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer can provide. The current year contract is for \$89,000.

Approval is requested to negotiate an Interagency Agreement with the Teale Data Center for computer services in 1990/91 for an amount similar to the current year's costs.

10. CALSTARS Contract, 1991/92

The mandated California Accounting and Reporting Systems (CALSTARS) requires an agreement with the Health and Welfare Data Center to provide computer linkage and necessary data processing services. The Commission approved a current year contract in an amount not to exceed \$25,000.

Approval is requested to negotiate a similar agreement to maintain the current level of required service for Fiscal Year 1991-92.

11. San Diego State University for Satellite Video Broadcasts

POST currently has an interagency agreement with San Diego State University for \$24,000 for the production and satellite transmission of videotape training programs during 1990/91. It is requested that this interagency agreement be continued in the amount of \$24,000 for similar services during 1991/92.

Approval is requested to negotiate a similar agreement with San Diego State University for four satellite broadcasts for Fiscal Year 1991-92.

12. Department of Justice - Training Center

The Department of Justice has provided training to local law enforcement through an Interagency Agreement with POST since 1974. During Fiscal Year 1990-91, the amount allocated to this training was \$870,933 which included a mid-year supplement to provide additional narcotics training. For this amount, the Department of Justice agreed to train 3,671 students in 21 separate courses.

It is proposed that the Department of Justice conduct generally the same training programs in Fiscal Year 1990/91 for a similar financial commitment by POST.

13. Cooperative Personnel Services - Public Safety  
Dispatcher Basic Training Equivalency Examination

POST has contracted with Cooperative Personnel Services for administration of the Public Safety Dispatcher Basic Course Equivalency Examination during this, the initial year of the testing program. The current year contract is for \$26,217.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1991/92 for an amount not to exceed \$14,300. The decrease is due to an anticipated reduction in testing volume as the number of dispatchers eligible for testing declines.

MOTION - Wasserman, second - Moore, carried unanimously to authorize the Executive Director to negotiate the contracts and return them to the April meeting for formal approval.

Commissioner Wasserman reported that the Governor and administration have included the \$3.5 million earlier requested as part of this year's budget. This means that POST can distribute the 5% retroactive salary reimbursement rate increase approved earlier, as soon as it is received. The \$4.5 million increase for 1991-92 is in the Governor's budget recommendation for next year as well. Revenue for this year is on target with projections. The asset forfeiture money program through POST which never really began, will not be implemented according to the Governor's budget, but go to the General Fund instead.

Commissioner Wasserman also reported that the Committee recommended staff begin developing a priority scheme for ACR 58 implementation.

MOTION - Vernon, second - Lowenberg, carried unanimously to accept the Finance Committee report.

N. Legislative Review Committee

Commissioner Tidwell reported the Committee met just prior to the Commission meeting and recommended the following actions for Commission consideration.

1. Continue to pursue legislation to authorize the cancellation of POST certificates for misdemeanor convictions involving moral turpitude.
2. Continue to pursue legislation that will provide funding for the training of dispatchers. The source of the funding should be an assessment on telephone calls rather than the 911 Emergency Telephone Fund.
3. Continue with previously approved POST legislation including: (a) establishing the three-year rule for the P.C. 832 course; (b) clarifying that Penal Code Section 830.6 is applicable only to the appointment of reserve peace officers; and ACR 58 followup. It was recommended that other organizations be enlisted to support the ACR 58 followup legislation.
4. The Committee also recommended that if legislation is introduced to secure unexpended revenue from the Driver Training Penalty Assessment that POST's position will be that it be distributed equally among the other existing funds, including the Peace Officer Training Fund.

MOTION - Lowenberg, second - Maghakian, carried unanimously to approve the Legislative Review Committee's report.

O. Advisory Committee

John Clements, Chairman of the POST Advisory Committee, reported that the Committee met on January 16, 1991 in San Diego. The Committee is very supportive of the ACR 58 report and recommendations. Committee members plan to encourage their respective organizations to assist with the implementation. He also noted that members who had reviewed the POST physical fitness program were very supportive of the program.

OLD/NEW BUSINESS

Appointment of Nominating Committee

Chairman Tidwell appointed Commissioner Wasserman as Chairman, and Commissioners Maghakian and Vernon to serve as members of the Nominating Committee. The Committee will make recommendations at the April Commission meeting.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

April 18, 1991 - Holiday Inn Holidome - Sacramento  
July 18, 1991 - Marriott Mission Valley - San Diego  
November 7, 1991 - Holiday Inn - Sacramento  
January 24, 1991 - Bahia Inn - San Diego

ADJOURNMENT - 11:50 a.m.

Commission on Peace Officer Standards and Training

PUBLIC HEARING: CURRICULUM AND HOURLY REQUIREMENTS  
FOR THE PC 832 COURSE

1005. Minimum Standards for Training.

\*\*\*\*

(Effective incorporation by reference statements remain unchanged, with the exception of the following:)

PAM Section H-3 adopted effective June 15, 1990, and amended effective \* , is herein incorporated by reference.

\*This date to be filled in by OAL

Note: Authority Cited: Sections 13503, 13506 and 13510,  
Penal Code  
Reference: Sections 832, 832.3, 13506, 13510,  
13510.5, 13511, 13513, 13514, 13516,  
13517, 13519.3, 13520 and 13523, Penal  
Code



COMMISSION PROCEDURE H-3

RESERVE OFFICER TRAINING

3-1 - 3-2 \*\*\*\*

**3-3. Reserve Officer Training Requirements.**

Training shall be completed prior to assignment of peace officer duties. The following minimum training requirements apply to reserve peace officers:

**Level III**

Module A - (~~56~~ 64 hours)  
P.C. 832 Arrest &  
Firearms Course  
PLUS  
~~Communications and  
Arrest Methods Course~~

**Minimum**

~~56~~ 64 hours

**Level II\***

Module A - (~~56~~ 64 hours)  
PLUS  
Module B (90 hours)

**Minimum**

146 hours

**Level I\***

(non-designated)

Module A (~~56~~ 64 hours)  
PLUS  
Module B (90 hours)  
PLUS  
Module C (68 hours)

**Minimum**

~~214~~ 222 hours

**Level I**

(designated)

- Shall satisfactorily  
meet the training  
requirements of the  
Basic Course (PAM,  
Section D-1)

3-4 - 3-11 \*\*\*\*

\*Refer to PAM, Section H-3-8, Field Training, for additional training requirements.

Commission on Peace Officer Standards and Training

PUBLIC HEARING: CURRICULUM AND HOURLY REQUIREMENTS  
FOR THE PC 832 COURSE

1007. Reserve Officer Minimum Standards.

\*\*\*\*

(Effective incorporation by reference statements remain unchanged, with the exception of the following:)

PAM Section H-3 adopted effective July 15, 1982, and amended February 15, 1990 and \* , is herein incorporated by reference.

PAM Section H-5 adopted effective July 15, 1982, and amended February 15, 1987 and \* , is herein incorporated by reference.

\*This date to be filled in by OAL

Authority: Penal Code Sections 13503 and 13506

Reference: Penal Code Sections 832.3, 832.6, 13510, and  
13510.5

## COMMISSION PROCEDURE H-5

### RESERVE OFFICER COURSES - MODULES A, B, & C

5.1 - 5.2 \*\*\*\*

#### Content and Minimum Hours

**5-3. Reserve Course Content and Minimum Hours:** Subject matter and hourly requirements are outlined in the following pages, which describe Modules A, B, & C. Course presenters are encouraged to use Basic Course performance objectives and unit guides as illustrative content but are not required to do so.

MODULE A - ~~40~~ 64 HOURS - ARREST AND FIREARMS (P.C. 832)  
~~AND 16 HOURS - COMMUNICATIONS AND ARREST METHODS~~

(For full satisfaction of Level III reserve training)

#### Course Outline

Arrest Course ~~24~~ 40 Hours  
(Required for all peace officers)

~~A. Professional Orientation (4 Hours)~~

- ~~1. Professionalism~~
- ~~2. Ethics/Unethical Behavior~~
- ~~3. Administration of Justice Components~~
- ~~4. California Court System~~
- ~~5. Discretionary Decision Making~~

~~B. Law (12 Hours)~~

- ~~1. Introduction to Law~~
- ~~2. Crime Elements~~
- ~~3. Intent~~
- ~~4. Parties to a Crime~~
- ~~5. Defense~~
- ~~6. Probable Cause~~
- ~~7. Obstruction of Justice~~
- ~~8. Constitutional Rights Law~~
- ~~9. Laws of Arrest~~
- ~~10. Effects of Force~~
- ~~11. Reasonable Force~~
- ~~12. Deadly Force~~
- ~~13. Illegal Force Against Prisoners~~

~~C. Laws of Evidence (4 Hours)~~

- ~~1. Concepts of Evidence~~
- ~~2. Rule of Evidence~~
- ~~3. Search Concept~~
- ~~4. Seizure Concept~~

~~D. Investigation (3 Hours)~~

- ~~1. Preliminary Investigation~~
- ~~2. Crime Scene Notes~~
- ~~3. Identification, Collection, and Preservation of Evidence~~
- ~~4. Chain of Custody~~

~~Examination (1 Hour)~~

- (A) Professional Orientation (4 Hours) \*
- (B) Community Relations (2 Hours) \*
- (C) Law (12 Hours) \*
- (D) Laws of Evidence (3 Hours) \*
- (E) Communications (5 Hours) \*
- (F) Investigation (2 Hours) \*
- (G) Arrest and Control (10 Hours) \*
- POST Examination (2 Hours) \*

Firearms Course ~~16~~ 24 Hours

(Required for peace officers carrying firearms)

- ~~A. Firearms Safety~~
- ~~B. Firearms Care and Cleaning~~
- ~~C. Firearms Shooting Principles~~
- ~~D. Firearms Range (Target)~~
- ~~E. Firearms Range (Combat)~~
- ~~F. Firearms Range (Qualification)~~

Classroom (8 Hours) \*

- (A) Firearms Safety
- (B) Handgun Familiarization
- (C) Firearms Care and Cleaning
- (D) Firearms Shooting Principles

Range (15 Hours) \*

- (E) Firearms Range
- POST Examination (1 Hour) \*

Complete curriculum requirements are contained in the document,  
"POST Curriculum Requirements for the PC 832 Course - 1992".

\*POST Recommended Hours

~~Communications and Arrest Methods 16 Hours~~  
~~(Recommended for those peace officers who make arrests)~~

~~A. Community Relations (2 Hours)~~

- ~~1. Community Service Concept~~
- ~~2. Community Attitudes and Influences~~

~~B. Communications (5 Hours)~~

- ~~1. Interpersonal Communication~~
- ~~2. Note Taking~~
- ~~3. Introduction to Report Writing~~
- ~~4. Interviewing Techniques~~

~~C. Arrest and Control (8 Hours)~~

- ~~1. Weaponless Defence/Control Techniques~~
- ~~2. Person Search Techniques~~
- ~~3. Restraint Devices~~
- ~~4. Prisoner Transportation~~

~~Examination (1 Hour)~~

Commission on Peace Officer Standards and Training

PUBLIC HEARING: CURRICULUM AND HOURLY REQUIREMENTS  
FOR THE PC 832 COURSE

1080. PC 832 ~~COURSE~~ Course Testing Requirements

- (a) Pursuant to Section 832(a) of the Penal Code, persons who receive PC 832 training as a stand-alone POST-certified course or as part of a larger POST-certified course shall demonstrate satisfactory completion of the training by passage of a POST-developed or POST-approved examination or examinations. Passage of a written examination shall be required for the ~~arrest procedures~~ cognitive (knowledge) curriculum; passage of a ~~skills performance~~ examinations shall be required for the ~~firearms~~ noncognitive (skills) curriculum. This regulation does not apply to persons who satisfactorily complete the POST Regular Basic Course.
- (1) Examination Procedures:
- (A) All ~~original~~ examinations required by this section shall be administered immediately following the conclusion of the required PC 832 instruction ~~in POST-certified courses~~.
- (B) All examinations shall be scored pass/fail.
- (C) Administration and scoring of the written examination shall be delegated to qualified course presenters who have received training in the administration of the examination and who agree to abide by the terms of a formal test security agreement; the ~~firearms~~ skills examinations shall be administered and scored by the ~~firearms instructor(s)~~ course presenter with the POST-specified ~~course of fire and procedures and~~ passing scores.
- (D) All examination results shall be mailed to POST by course presenters within 2 working days of the date of testing.
- (2) \*\*\*\*

Authority: PC 13503, 13506

Reference: PC 832

(Note: This language is predicated upon approval by the Office of Administrative Law of public hearings held January 18, 1990, July 19, 1990 and November 1, 1990; and proposed revisions with no public hearings scheduled and published in the Notice Register February 23, 1990 and August 24, 1990.)

#### PROPOSED LANGUAGE FOR REGULATION CHANGE

##### 1081. Minimum Standards for Approved Courses

- (a) Approved courses, as specified in Commission Regulation 1005(g), pertain to training mandated by the Legislature for various kinds of peace officers and other groups for which the Commission has responsibility to establish minimum standards. Approved courses shall meet the following minimum content and hours.

- (1) Arrest and Firearms (Penal Code Section 832) - ~~40~~ 64 Hours  
(Certified course; requirement satisfied by Basic Course.)

~~Arrest Course (24 Hours)~~

~~(Required for all peace officers)~~

~~(A) Professional Orientation (4 Hours)~~

~~1. Law Enforcement Profession (1.2.0\*)~~

~~Learning Goal:~~

~~The student will understand the professional aspects of law enforcement.~~

~~Performance Objectives~~

~~The student will identify the basic principles of a "profession." (1.2.1)~~

~~2. Ethics (1.3.0)~~

~~Learning Goal:~~

~~The student will understand the concept of ethics in law enforcement.~~

~~Performance Objectives~~

~~The student will identify why law enforcement officers, both on and off duty should exemplify~~

~~the highest ethical and moral standards.  
(1.3.1)~~

~~The student will identify the key elements of  
the "Law Enforcement Code of Ethics" and the  
"Code of Professional Conduct and  
Responsibilities for Peace Officers." (1.3.2)~~

~~\*POST Performance Objective Number; subsequently referred to by  
number only.~~

### ~~3. Unethical Behavior (1.4.0)~~

#### ~~Learning Goal:~~

~~The student will understand those actions which  
constitute unethical behavior of a peace  
officer and their consequences.~~

#### ~~Performance Objectives~~

~~The student will identify and evaluate methods  
for handling unethical and/or criminal conduct  
on the part of a fellow officer. (1.4.1)~~

~~The student will identify problems associated  
with an officer's nonenforcement of specific  
laws by personal choice. (1.4.2)~~

~~The student will identify problems associated  
with an officer's acceptance of gratuities.  
(1.4.3)~~

~~The student will identify why it is necessary  
for an officer to take positive action when  
becoming aware of unethical and/or criminal  
conduct on the part of a fellow officer.  
(1.4.4)~~

### ~~4. Administration of Justice Components (1.7.0)~~

#### ~~Learning Goal:~~

~~The student will have general knowledge of the  
components of the administration of justice  
system.~~

#### ~~Performance Objectives~~

~~Given the three criminal justice system  
components (law enforcement, judicial,  
corrections), the student will identify to~~



~~which component of the criminal justice system  
the following operational positions belong:  
(1.7.1)~~

- ~~a. Judge~~
- ~~b. Prosecuting Attorney~~
- ~~c. Defense Attorney~~
- ~~d. Probation Officer~~
- ~~e. Parole Officer~~
- ~~f. Correctional Officer~~
- ~~g. Local Police~~
- ~~h. Sheriff~~
- ~~i. Victim/Witness Services~~

~~The student will identify the following major  
goals of the criminal justice system: (1.7.2)~~

- ~~a. Guaranteeing due process~~
- ~~b. Crime prevention~~
- ~~c. Protection of life and property~~
- ~~d. Apprehension of offender~~
- ~~e. Enforcement of law~~
- ~~f. Equal justice~~
- ~~g. Assures victim's rights~~

~~5. California Court System (1.9.0)~~

~~Learning Goal:~~

~~The student will understand and have a working  
knowledge of the organization and operation of  
the California court system.~~

~~Performance Objectives~~

~~The student will identify the organizational  
structure and primary responsibility of the  
following California courts: (1.9.1)~~

- ~~a. Justice Court~~
- ~~b. Municipal Court~~
- ~~c. Superior Court~~
- ~~d. District Court of Appeal~~
- ~~e. State Supreme Court~~

~~The student will identify the purposes of the  
following judicial processes in criminal cases:  
(1.9.2)~~

- ~~a. Bail~~
- ~~b. Arraignment~~
- ~~c. Preliminary hearing~~

- ~~d. Indictment~~
- ~~e. Trial~~

~~6. Discretionary Decision Making (1.11.0)~~

~~Learning Goal:~~

~~The student will have a general understanding of a law enforcement officer's discretionary authority, constraints, consequences, and process in making decisions.~~

~~Performance Objectives~~

~~The student will identify the steps involved in problem solving including: (1.11.1)~~

- ~~a. Identifying the problem~~
- ~~b. Analyzing the problem~~
- ~~c. Developing alternatives~~
- ~~d. Selecting solution~~
- ~~e. Implementing decision~~
- ~~f. Evaluating action~~

~~The student will identify the most common limitations of officer discretion including: (1.11.2)~~

- ~~a. Law~~
- ~~b. Departmental policy and procedure~~
- ~~c. Departmental goals and objectives~~

~~The student will identify the potential consequences of an officer's application of discretionary decision making including: (1.11.3)~~

- ~~a. Death or injury~~
- ~~b. Additional crime~~
- ~~c. Civil and vicarious liability~~
- ~~d. Officer discipline~~
- ~~e. Embarrassment to department~~

~~Given various word pictures, audio visual presentations, or simulated incidents, the student will identify which of the following are acceptable decisions: (1.11.4)~~

- ~~a. Arrest~~
- ~~b. Citation and Release~~
- ~~c. Referral~~
- ~~d. Verbal Warning~~
- ~~e. No Action~~

~~B. Law (12 Hours)~~

~~1. Introduction to Law (3.1.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the legal principles upon which criminal law in California operates.~~

~~Performance Objectives~~

~~The student will identify the difference between "spirit of the law" and "letter of the law." (3.1.1)~~

~~The student will identify the difference between "common law" and "statutory law" in relation to California law. (3.1.2)~~

~~The student will identify how case decisions affect and clarify statutory law (Stare Decisis). (3.1.3)~~

~~2. Crime Elements (3.2.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the basic elements of crimes as defined in California law.~~

~~Performance Objectives~~

~~The student will identify each of the following as being necessary elements of "a crime" as defined by California Penal Code Section 15: (3.2.1)~~

- ~~a. An act or omission~~
- ~~b. In violation of statutory law~~
- ~~c. For which there is a punishment~~

~~The student will identify the various types of crimes as felonies, misdemeanors, or infractions by either definition, name, punishment factors, or limitations. (3.2.2)~~

~~The student will identify "corpus delicti" as defined in California criminal law. (Evidence Code) (3.2.3)~~

~~3. Intent (3.3.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of "intent" in California criminal law.~~

~~Performance Objectives~~

~~The student will identify the following types of "intent" recognized in California criminal law: (3.3.1)~~

- ~~a. Specific~~
- ~~b. Transferred~~
- ~~c. General~~
- ~~d. Criminal negligence (Evidence Code)~~

~~4. Parties to a Crime (3.4.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of "parties to a crime."~~

~~Performance Objectives~~

~~The student will identify "principal" and "accessory" as defined by California law. (Penal Code Sections 30-32) (3.4.1)~~

~~The student will identify "accomplice" as defined by California law. (Penal Code Section 1111) (3.4.2)~~

~~5. Defenses (3.5.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of entrapment, and who is legally incapable of committing a crime in California.~~

~~Performance Objectives~~

~~The student will correctly identify entrapment as recognized by California case decisions. (3.5.1)~~

~~The student will identify those persons who are legally incapable of committing a crime in the State of California. (Penal Code Sections 26, 27, 28, and 29) (3.5.2)~~

~~6. Probable Cause (3.6.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of "probable cause."~~

~~Performance Objectives~~

~~The student will identify the following elements of "reasonable suspicion" as those required to lawfully stop, detain or investigate a person: (3.6.1)~~

- ~~a. Specific articulated facts~~
- ~~b. Crime related activity that has occurred or is about to occur~~
- ~~c. Involvement by the person to be detained in the crime related activity.~~

~~Given word pictures or audio visual presentations depicting instances where "probable cause" for police action may or may not exist, the student will identify its presence or absence and reasons behind his/her decision. (3.6.2)~~

~~7. Obstruction of Justice (3.8.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the laws relative to obstruction of justice and how to identify the elements.~~

~~Performance Objectives~~

~~Given word pictures or audio visual presentations depicting the possible offering or accepting of a bribe, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 67 and 68) (3.8.1)~~

~~Given word pictures or audio visual~~

~~presentations depicting possible perjuries, the student will determine if the crime is complete and will, in any situation where the crime is complete, identify the crime by its common name and crime classification. (Penal Code Sections 118 and 126) (3.8.2)~~

~~Given word pictures or audio visual presentations depicting the possible refusal by an officer to accept an arrested person, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 142) (3.8.3)~~

~~Given word pictures or audio visual presentations depicting the possible impersonation of an officer, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Sections 146a and 538d) (3.8.4)~~

~~Given word pictures or audio visual presentations depicting the possible threat or obstructing of an officer in the fulfillment of his/her duties, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Sections 69, 71, 136, and 140) (3.8.5)~~

~~Given word pictures or audio visual presentations depicting the possible filing of a false police report, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Sections 148.3 and 148.5) (3.8.6)~~

~~Given word pictures or audio visual presentations depicting the possible refusal to join "posse comitatus," the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 150) (3.8.7)~~

~~8. Constitutional Rights Law (3.37.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the basic constitutional rights of person(s) suspected or accused of a crime.~~

~~Performance Objectives~~

~~The student will identify the provisions of the following amendments to the U.S. Constitution and the impact each has upon a peace officer's duties: (3.37.1)~~

- ~~a. 1st Amendment~~
- ~~b. 4th Amendment~~
- ~~c. 5th Amendment~~
- ~~d. 6th Amendment~~
- ~~e. 8th Amendment~~
- ~~f. 14th Amendment~~

~~Given a description of an act in violation of Title 18, Chapter 13, Section 241 of the U.S. Code, the student will identify the violation by chapter and section of U.S. Code and by its crime classification. (3.37.3)~~

~~Given a description of an act in violation of Title 18, Chapter 13, Section 242 of the U.S. Code, the student will identify the violation by chapter and section of U.S. Code and by its crime classification. (3.37.4)~~

~~9. Laws of Arrest (3.38.0)~~

~~Learning Goal~~

~~The student will understand and have a working knowledge of the laws of arrest as defined in the Penal Code.~~

~~Performance Objectives~~

~~The student will describe the peace officer's authority to arrest. (Penal Code Section 836 and Vehicle Code Sections 40301-40325) (3.38.1)~~

~~The student will identify the elements of an arrest. (Penal Code Sections 834 and 835) (3.38.2)~~

~~Given word pictures or audio visual presentations depicting differing arrest situations, the student will identify the amount of force that may be used when effecting an arrest. (Penal Code Sections 834(a) and 843) (3.38.3)~~

~~Given word pictures or audio visual presentations depicting arrest situations, the student will explain what information the person arrested must be provided and at what time it must be provided. (Penal Code Section 841) (3.38.4)~~

~~Given word pictures or audio visual presentations depicting an arrest to be made, the student will identify the time of day or night an arrest may be made. (Penal Code Section 840) (3.38.5)~~

~~Given word pictures or audio visual presentations depicting arrest situations, the student will identify what the peace officer is required to do with the person arrested. (Penal Code Sections 825, 848, 849, 853.5 and 853.6) (3.38.6)~~

~~Given word pictures or audio visual presentations depicting an officer(s) entering the premises to make an arrest, the student will identify those situations where the legal requirements of such entry were fulfilled by the officer(s). (Penal Code Section 844) (3.38.7)~~

~~The student will identify the requirements placed upon a person making an arrest of another. (Penal Code Section 847) (3.38.8)~~

~~Given word pictures or audio visual presentations depicting "private person" arrests, the student will determine if the arrest is legal. (Penal Code Section 837) (3.38.9)~~

~~The student will identify the instances where a peace officer is not civilly liable for false arrest or false imprisonment arising out of an arrest. (Penal Code Sections 836.5, 839, and 847) (3.38.12)~~

~~The student will identify the following legal~~



~~exceptions to arrest: (3.38.13)~~

- ~~a. Diplomatic immunity (22 US Code 252)~~
- ~~b. "State misdemeanor" rule (Hill v. Levy, 117 C.A. 2nd, 667) (Roynin v. Battin, 55 CA 2nd, 861)~~
- ~~c. "Congressional exceptions" (Art. 1, Section 6, US Const.) and (Art. 4, Section 2, Cal, Const.)~~

#### ~~10. Effects of Force (7.1.0)~~

##### ~~Learning Goal:~~

~~The student will understand the psychological and physiological effects and liabilities of the use of force.~~

##### ~~Performance Objectives~~

~~The student will identify the following effects that training has on the psychological and physiological forces which affect a person threatened with danger: (7.1.1)~~

- ~~a. Confidence in one's abilities~~
- ~~b. Development of instinctive reaction~~
- ~~c. Mental alertness and concentration~~
- ~~d. Self control over emotions and body~~

~~The student will identify the liabilities that are attached to an officer and an agency through the use of force. (7.1.2)~~

#### ~~11. Reasonable Force (7.2.0)~~

##### ~~Learning Goal:~~

~~The student will understand the use of reasonable force in police activity.~~

##### ~~Performance Objectives~~

~~The student will identify "reasonable force" as indicated in PC 835 and 835(a). (7.2.1)~~

~~Given word pictures or audio visual presentations depicting arrest situations where deadly force is not necessary, the student will identify the amount of force that may be used in each arrest. (Penal Code Sections 835a and 843) (7.2.2)~~

~~The student will identify the term "reasonable force" and the limitations most commonly imposed on its use by law enforcement agency policies. (7.2.3)~~

~~12. Deadly Force (7.3.0)~~

~~Learning Goal:~~

~~The student will understand the factors involved in the use of deadly force.~~

~~Performance Objectives~~

~~Given word pictures or audio visual presentations involving homicide by a public officer, the student will correctly identify when the homicide is justifiable. (Penal Code Section 196) (7.3.1)~~

~~The student will explain the legal relationship between fear and the use of deadly force. (Penal Code Section 198) (7.3.2)~~

~~The student will list the following considerations which an officer must consider when faced with the use of deadly force: (7.3.3)~~

- ~~a. The type of crime and suspect(s) involved~~
- ~~b. The threat to the lives of innocent persons, both present and future~~
- ~~c. The environment~~
- ~~d. The law and agency policy~~
- ~~e. The officer's present capabilities~~
- ~~f. The threatening weapon's capabilities~~
- ~~g. The immediacy of the threat~~

~~The student will identify the most common conditions found in law enforcement agency policies regarding the use of "deadly force." (7.3.4)~~

~~This will minimally include:~~

- ~~a. Defense of self or others when immediate threat to life exists~~
- ~~b. Shooting at non violent fleeing felons~~
- ~~c. Warning shots~~

~~Given word pictures or audio visual presentations depicting situations where deadly~~

~~force may be necessary, the student will state with each situation whether to shoot or not to shoot. (Penal Code Sections 835a and 843 and departmental policy) (7.3.5)~~

~~13. Illegal Force Against Prisoners (11.3.0)~~

~~Learning Goal:~~

~~The student will understand that illegal force cannot be used against a prisoner.~~

~~Performance Objectives~~

~~The student will explain the provisions of Penal Code Section 147 pertaining to willful inhumanity or oppression toward prisoners in the custody of a peace officer. (11.3.1)~~

~~The student will identify the provisions of Penal Code Section 149 pertaining to assaulting a prisoner "under color of authority." (11.3.2)~~

~~C. Laws of Evidence (4 Hours)~~

~~1. Concepts of Evidence (4.1.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concepts of evidence as defined and used in California law.~~

~~Performance Objectives~~

~~The student will identify the following: (4.1.1)~~

- ~~a. Evidence~~
- ~~b. Direct evidence~~
- ~~c. Circumstantial evidence~~

~~The student will identify the following types of evidence or material related to the introduction of evidence in court and will recognize an example of each: (4.1.2)~~

- ~~a. Fruits of a crime~~
- ~~b. Instrumentalities of a crime~~
- ~~c. Contraband~~

~~The student will identify the following~~

~~purposes for offering evidence in court:  
(4.1.3)~~

- ~~a. As an item of proof~~
- ~~b. To impeach a witness~~
- ~~c. To rehabilitate a witness~~
- ~~d. To assist in determining sentence~~

~~The student will identify the following minimal tests which an item of evidence must successfully pass before it may be admitted into any criminal court. (Evidence Code Section 210) (4.1.4)~~

- ~~a. The evidence must be relevant to the matter in issue~~
- ~~b. The evidence must be competently presented in court~~
- ~~c. The evidence must have been legally obtained~~

~~The student will identify the main purpose of the "Rules of Evidence" as protecting the jury from seeing or hearing evidence that is:  
(4.1.5)~~

- ~~a. Likely to confuse the issue (e.g., irrelevant or unreliable evidence)~~
- ~~b. Unfairly prejudicial (e.g., other "bad" acts of the defendant unrelated to the charges)~~
- ~~c. Unduly time consuming to present in court.~~

## ~~2. Rules of Evidence (4.6.0)~~

### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the basic rules of evidence.~~

### ~~Performance Objectives~~

~~The student will identify the effects of the "exclusionary rule" upon police actions and procedures in the following areas: (Evidence Code and Case Law) (4.6.1)~~

- ~~a. Civil rights~~
- ~~b. Inadmissible evidence~~
- ~~c. Possibility of false arrest~~

~~The student will identify the definition of the~~

~~Hearsay Rule. (Evidence Code Section 1200)~~  
~~(4.6.2)~~

~~The student will identify the following exceptions to the Hearsay Rule. (Evidence Code Section 1220) (4.6.3)~~

- ~~a. Spontaneous statements~~
- ~~b. Admissions~~
- ~~c. Confessions~~
- ~~d. Dying declarations~~

### ~~3. Search Concepts (4.7.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the legal concepts relative to searches.~~

~~Performance Objectives~~

~~The student will identify the conditions under which the following types of legally authorized searches may be made: (Case Law Decisions) (4.7.1)~~

- ~~a. Consent searches~~
- ~~b. Contemporaneous to arrest~~
- ~~c. Probable cause searches~~
- ~~d. A search warrant~~
- ~~e. Plain sight~~
- ~~f. Exigent circumstances~~

~~The student will identify the following items as those for which an officer may legally search (Case Law Decisions: (4.7.2)~~

- ~~a. Dangerous weapons~~
- ~~b. Fruits of the crime~~
- ~~c. Instruments of the crime~~
- ~~d. Contraband~~
- ~~e. Suspects~~
- ~~f. Additional victims~~

~~The student will identify the definition of the following terms relative to search (Case Law Decisions): (4.7.4)~~

- ~~a. Consent~~
- ~~b. Scope of searches~~
- ~~c. Contemporaneous~~

- ~~d. Probable cause~~
- ~~e. Instrumentalities of a crime~~
- ~~f. Contraband~~
- ~~g. Knock and notice~~
- ~~h. Container search doctrine~~

#### ~~4. Seizure Concepts (4.8.0)~~

##### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of lawful evidence seizure.~~

##### ~~Performance Objectives~~

~~Given word pictures or audio visual presentations depicting where force is used to prevent a suspect from swallowing evidence, the student will identify those situations where the force is justified. (4.8.1)~~

~~The student will identify an example wherein inducing a suspect to vomit would be legally justified. (Case Law) (4.8.2)~~

~~The student will identify an example wherein the use of force to extract blood evidence from a suspect would be legally justified. (Case Law) (4.8.3)~~

~~The student will identify an example wherein the use of force to extract fingerprint evidence from a suspect would be legally justified. (Case Law) (4.8.4)~~

~~The student will identify an example wherein the suspect would have no legal rights to refuse to give handwriting exemplars. (Case Law) (4.8.5)~~

#### ~~D. Investigation (3 Hours)~~

##### ~~1. Interrogation (8.8.0)~~

##### ~~Learning Goal:~~

~~The student will understand the basic rights to be protected during interrogation.~~

##### ~~Performance Objectives~~

~~The student will identify the requirements for administration of "Miranda Rights" by field officers. (8.8.1)~~

~~2. Preliminary Investigation (10.1.0)~~

~~Learning Goal:~~

~~The student will gain the ability to conduct a preliminary investigation under simulated field conditions.~~

~~Performance Objectives~~

~~The student will identify the reasons to deny access to a crime scene by unauthorized persons including: (10.1.4)~~

- ~~a. Contamination/destruction of evidence~~
- ~~b. Interference with preliminary investigation~~

~~3. Identification, Collection, and Preservation of Evidence (10.6.0)~~

~~Learning Goal:~~

~~The student will acquire knowledge of the proper means of identification, collection, and preservation of evidence.~~

~~Performance Objectives~~

~~Given a description of a crime scene, the student will identify those items which should be treated as evidence. (10.6.1)~~

~~Given a description of each of the following types of evidence, the student will identify the correct methods for collecting, marking (or tagging) and/or packaging evidence. (10.6.2)~~

- ~~a. Fingerprints~~
- ~~b. Tools and Toolmarks~~
- ~~c. Firearms~~
- ~~d. Bullets and Projectiles~~
- ~~e. Shoe Prints and Tiretracks~~
- ~~f. Bite Marks~~
- ~~g. Questioned Documents~~
- ~~h. Paints~~
- ~~i. Glass~~
- ~~j. Fibers~~
- ~~k. Hairs~~

- ~~l. Blood~~
- ~~m. Soil~~

~~Given a description of an outdoor crime scene and rainy weather conditions, the student will identify those items of evidence requiring protection and the methods used to protect them. (10.6.3)~~

~~Given a description of a crime scene containing several pieces of evidence, the student will identify the "fragile evidence," and select the proper method for preserving it. (10.6.6)~~

~~The student will identify the following items of evidence as those which corroborate child abuse charges: (10.6.7)~~

- ~~a. Photographs of injuries and surroundings~~
- ~~b. Physician's report~~
- ~~c. Instruments or implements used in the crime~~
- ~~d. Diagrams and measurements~~
- ~~e. Materials applicable to the crime~~
- ~~f. Past medical history indicating previous abuse~~
- ~~g. Witness statements~~

#### ~~4. Chain of Custody (10.7.0)~~

~~Learning Goal:~~

~~The student will understand the concept of chain of custody.~~

~~Performance Objectives~~

~~The student will identify what is meant by the term "chain of custody" and why it must be maintained. (California Evidence Code and Case Law) (10.7.1)~~

~~Given a word picture of a situation where evidence was collected and a list made of the evidence, the student will complete the necessary forms generally utilized by law enforcement to insure the chain of custody. (10.7.2)~~

~~Examination~~

- ~~(2) Firearms Course (16 hours)~~  
~~(Required for peace officers carrying firearms)~~



~~(A) Firearms Safety~~

~~1. Firearms Safety (7.5.0)~~

~~Learning Goal:~~

~~The student will understand the safe handling of firearms.~~

~~Performance Objectives~~

~~The student will demonstrate safe handling of handguns. (7.5.1)~~

~~This will minimally be done under the following conditions/situations:~~

- ~~a. Loading and unloading revolvers and/or semi automatic weapons~~
- ~~b. Holstering and drawing handgun using agency authorized equipment~~
- ~~c. Clearing malfunctions~~

~~(B) Handgun Familiarization~~

~~1. Handgun (7.6.0)~~

~~Learning Goal:~~

~~The student will understand specific characteristics of standard law enforcement handguns.~~

~~Performance Objectives~~

~~The student will identify the major parts of the semi automatic and revolver type service handgun with explanations of its basic mechanical functions. (7.6.1)~~

~~(C) Firearms Care and Cleaning~~

~~1. Care and Cleaning of Service Handgun (7.7.0)~~

~~Learning Goal:~~

~~The student will know how to clean the service handgun.~~

~~Performance Objectives~~

~~The student will effectively clean the service~~

~~handgun: (7.7.1)~~

~~(D) Firearms Shooting Principles~~

~~1. Handgun Shooting Principles (7.10.0)~~

~~Learning Goal:~~

~~The student will understand the basic principles of shooting with a handgun.~~

~~Performance Objectives~~

~~The student will demonstrate the principles of good marksmanship using the service handgun. (7.10.1)~~

~~The demonstration will minimally include:~~

- ~~a. Stance~~
- ~~b. Grip~~
- ~~c. Breath control~~
- ~~d. Sight alignment~~
- ~~e. Trigger control~~
- ~~f. Follow through~~

~~(E) Firearms Range (Combat)~~

~~1. Handgun/Combat/Range (7.15.0)~~

~~Learning Goal:~~

~~The student will understand the proper use of the handgun on a combat range.~~

~~Performance Objectives~~

~~Given a daylight handgun combat range prescribed by POST, the student will achieve a POST established passing score. (7.15.1)~~

~~Communications and Arrest (16 hours)~~

~~(Recommended for peace officers who make arrests)~~

~~(A) Community relations~~

~~(B) Communications~~

~~(C) Arrest and Control~~

~~Examination~~

Arrest Course (40 Hours)

Required for all peace officers)

- (A) Professional Orientation (4 Hours)\*
- (B) Community Relations (2 Hours)\*
- (C) Law (12 Hours)\*
- (D) Laws of Evidence (3 Hours)\*
- (E) Communications (5 Hours)\*
- (F) Investigation (2 Hours)\*
- (G) Arrest and Control (10 Hours)\*
- POST Examination (2 Hours)\*

Firearms Course (24 Hours)  
(Required for peace officers carrying firearms)

- Classroom (8 Hours)\*
- (A) Firearms Safety
  - (B) Handgun Familiarization
  - (C) Firearms Care and Cleaning
  - (D) Firearms Shooting Principles

- Range (15 Hours)\*
- (E) Firearms Range
  - POST Examination (1 Hour)\*

Reference POST document, POST Curriculum Requirements for the PC 832 Course - January 1, 1992)

(2) - (19) \*\*\*\*

\*POST Recommended Hours

The document, POST Curriculum Requirements for the PC 832 Course - January 1, 1991, adopted effective \_\_\_\_\_, is herein incorporated by reference.

Authority: PC 13503, 13506

Reference PC 629.44(a), 832, 832.1, 832.2, 832.3, 832.6, 872(b), 12403, 12403.5, 13510, 13510.5, 13516, 13517, 13519, 13519.1, 13519.2; Civil Code 607f; Vehicle Code 40600; Business & Professions Code 25755

(This language is predicated upon approval by the Office of Administrative Law of the pending regulatory changes as published in the Notice Register on May 18, 1990.)

Commission on Peace Officer Standards and Training

PUBLIC HEARING: COURSE COMPLETION REQUIREMENTS  
FOR THE REGULAR BASIC COURSE

1005. Minimum Standards for Training.

\*\*\*\*

(Effective incorporation by reference statements remain unchanged, with the exception of the following:)

The document, Performance Objectives for the POST Basic Course -1989 adopted effective September 26, 1990, and July 1990 Supplement incorporated effective \* , and September 1990 Supplement incorporated effective \* , and January 1991 supplement incorporated effective \* , are herein incorporated by reference.

\*This date to be filled in by OAL

Note: Authority Cited: Sections 13503, 13506 and 13510,  
Penal Code  
Reference: Sections 832, 832.3, 13506, 13510,  
13510.5, 13511, 13513, 13514, 13516,  
13517, 13519.3, 13520 and 13523, Penal  
Code

Commission Procedure D-1

BASIC TRAINING

1.1 \*\*\*\*

Training Content and Methodology

1.2 Requirements for Basic Training Content and Methodology:

The minimum content standards for basic training are broadly stated in paragraphs 1-3 to 1-6. Within each functional area, listed below, flexibility is provided to adjust hours and instructional topics with prior POST approval. More detailed specifications are contained in the document "Performance Objectives for the POST Basic Course - 1989".

Successful course completion requires attendance of an entire course at a single academy except where POST has approved a contractual agreement between academies for the use of facilities. The Law Enforcement Code of Ethics shall be administered to peace officer trainees during the basic course. Instructional methodology is at the discretion of individual course presenters. Requirements and exceptions for specific basic courses are as follows:

- a. For the Regular Basic Course specified in paragraph 1-3, ~~performance objectives must be taught and tested as~~ requirements for successful course completion are specified here and in the document "Performance Objectives for the POST Basic Course". For academy

classes starting prior to October 1, 1992, successful course completion shall be determined using either the "success criteria" method or the "knowledge domain" method, as described below. For academy classes starting on or after October 1, 1992, successful course completion shall be determined using the "knowledge domain" method.

(1) SUCCESS CRITERIA METHOD

Using the "success criteria" method, successful course completion is based upon students meeting the established success criteria specified for all objectives in this document the document "Performance Objectives for the POST Basic Course." Tracking performance objectives to document student achievement is mandatory; however, the tracking system to be used is optional.

Student success criteria have been established, using a comprehensive field survey, whereby percentiles of 70%, 80%, 90% or 100% were identified to each performance objective. Each student must complete 70% of the performance objectives in the 70 percentile, 80% of those in

the 80 percentile, etc. (Note: 100% Performance Objectives are "Must Pass".)

(2) KNOWLEDGE DOMAIN METHOD

Using the "knowledge domain" method, successful course completion is based on passing knowledge domain tests and demonstrating proficiency on psychomotor performance objectives. The Basic Course contains two types of performance objectives: (a) objectives which require the students to demonstrate knowledge, and (b) objectives which require the students to demonstrate psychomotor skills. These performance objectives are described in the document "Performance Objectives for the POST Basic Course."

Requirements for Successfully Completing the Basic Course. To successfully complete the Basic Course, a student must (a) obtain a score on each POST-constructed, knowledge domain test which is equal to or greater than the cut score established by POST, and (b) demonstrate, in an exercise or scenario, the required psychomotor skills associated with each psychomotor performance

objective at a level consistent with adequate performance in the field, as judged by the academy. If a student fails a knowledge domain or psychomotor skills test when first tested, the student will be given only one opportunity (except as noted below) to retake the test.

**Retaking a Knowledge domain Test.** Students who fail a knowledge domain test on the first attempt shall be provided with an opportunity to: (a) review their test results in a manner which does not compromise test security; (b) have a reasonable time, established by each academy, to prepare for a retest; and (c) be provided with one, and only one, opportunity to be retested on the knowledge domain with a POST-constructed, parallel form of the same test. If a student fails the second test, the student shall be dismissed from the academy class in which he or she is currently enrolled unless, in the judgement of the academy director, one or more of the following circumstances prevented the student from taking the test on an equal basis with the other students;

o the student was ill or injured,



- o the student was emotionally traumatized by an event such as the death of a family member or close friend, or
- o the student was unable to receive the same instruction as other students due to factors beyond the student's control.

An academy director who permits a student to be retested more than once on the same knowledge domain is required to prepare and retain a written record containing the following information: (a) the student's name, (b) the date the student was retested, (c) the knowledge domain on which the student was retested, (d) the test results, and (e) the reasons for allowing the student a second retest. This record must be maintained by the academy director and made available for POST inspection upon request.

A student who is dismissed from an academy class for failure to pass a knowledge domain test on the second attempt may, at the discretion of the academy director, be enrolled (recycled) in a subsequent class.

**Retaking a Test on a Psychomotor Objective.**

Students who take and fail a test on a psychomotor objective (as determined by the academy) shall be given one opportunity to retake the test.

Students who fail the same objective when retested shall be dismissed from the academy class in which they are currently enrolled.

Students who retake a psychomotor test and perform marginally (as determined by the academy) may be retested again (at the discretion of the academy).  
Marginal performance is a judgment that the student's performance on the test does not clearly demonstrate either competence or incompetence.

**Academy Requirements.** POST has established minimum training requirements for the Basic Course. However, POST recognizes that academies must respond to the needs of the local law enforcement agencies which they serve and that this may justify additional training requirements or higher performance standards than those mandated by POST.

Regardless of the method used to determine successful completion of the Regular Basic Course (i.e., the "success criteria" or "knowledge domain" method), For the Regular Basic Course, the POST-developed physical conditioning program must be followed within Functional Area 12.0. ~~and s~~Students must pass a POST-developed physical abilities test as described in the POST Basic Academy Physical Conditioning Manual at the conclusion of the conditioning program as a condition for successful course completion. The use of alternatives to the POST-developed physical abilities test is subject to approval by POST. Course presenters seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards, and that alternative tests are equivalent to the POST-developed test with respect to validity and reliability. Evidence concerning the comparability of scores on the POST-developed test and the proposed alternative test is also required.

- b. For basic courses listed in paragraphs 1-4 to 1-6, the performance objectives of the Regular Basic Course are not required but illustrative only of the content for the broad functional areas and learning goals specified

for each of these basic courses. Successful course completion shall be determined by each course presenter.

1.3 - 1.7 \*\*\*\*

# **PERFORMANCE OBJECTIVES FOR THE POST BASIC COURSE**

*(Regular Basic Course)*

JANUARY 1991 SUPPLEMENT

1989



**THE COMMISSION  
ON PEACE OFFICER STANDARDS AND TRAINING**

**STATE OF CALIFORNIA**

## INTRODUCTION

The performance objectives contained in this document constitute the minimum standards for basic training required by the Commission on Peace Officer Standards and Training. This performance-based training concept standardizes and improves the basic training requirements for California peace officers, while it enhances the effectiveness of the teaching methods and testing processes of the basic training courses.

## PROJECT

The Basic Course Revision Project which resulted in these performance objectives began in June 1973. An Advisory Committee was charged with overseeing the development of a product by project staff. The Committee consisted of representatives of law enforcement, police educators, police trainers, and the public.

The Basic Course Project had the following goals:

1. To improve existing basic training capabilities
2. To establish and implement a statewide basic training standard
3. To establish a reasonable and minimum performance **capability** for law enforcement officers to attain
4. To establish a more effective method of training and testing law enforcement trainees

The ~~two~~ three documents listed below should be used together with this document in implementing the revised Basic Course:

1. **Management Guide:** A document providing direction for making any necessary changes and implementing the POST Basic Course.
2. **The Instructional Unit Guides:** Instructional material designed to address a small group of performance objectives. There are 58 of these guides.
3. **Basic Course Scenario Manual:** This manual describes exercises and scenarios which can be used to evaluate psychomotor skills

## FORMAT

The Basic Course is divided into 12 "Functional Areas" which encompass the major functions of law enforcement work. Each functional area contains "Learning Goals" which broadly describe each segment of the training program. These learning goals can be used as individual course goals.

Each learning goal has one or more "Performance Objective" describing the action, knowledge or behavior the student is expected to exhibit upon completion of the instruction and provides the basis upon which the student will be evaluated.

## **NUMBERING**

Learning Goals and Performance Objectives are continuously being revised, deleted, and added. In order to preserve their sequential numbers, we have included the notation "Deleted as of (date) " for those Learning Goals and Performance Objectives that have been deleted. If Learning Goals or Performance Objectives have been modified or added, the date is indicated.

## **PERFORMANCE OBJECTIVES**

With the adoption and use of performance objectives, the instructional emphasis is removed from the instructors and what they teach, and is placed upon the students and what they learn. Performance objectives, when shared with the students before instruction, serve as a guideline for both students and instructors; thus, **both** are aware of the **expected** outcome of the instruction.

A performance objective consists of four elements:

1. Learner: Who is expected to perform the required task.
2. Behavior: What it is that the successful student will be able to do.
3. Condition: Under what conditions the student will perform the stated task.
4. Success Criteria: To what extent the student will be able to perform the behavior under the pre-stated conditions.

## **POST REQUIREMENTS FOR SUCCESSFULLY COMPLETING THE BASIC COURSE**

POST is in the process of changing its requirements for successfully completing the Basic Course. The existing requirements use "success criteria" to determine success in the Basic Course. The new requirements use "knowledge domains" to determine success in the basic course. The two methods for determining success in the Basic Course are described below. Either method may be used until October 1, 1992. Any Basic Course class beginning on or after October 1, 1992, must define success in terms of knowledge domains.

## **SUCCESS CRITERIA METHOD**

Using the "success criteria" method, successful course completion is based upon students meeting the established success criteria

specified for all objectives in this document. Tracking performance objectives to document student achievement is mandatory; however, the tracking system to be used is optional.

Student success criteria have been established, using a comprehensive field survey, whereby percentiles of 70%, 80%, 90% or 100% were identified to each performance objective. (Note: 100% Performance Objectives are "Must Pass")

The given percentage must be attained in each Functional Area; however, the test may encompass more than one functional area.

Functional Area 1.0 contains 26 performance objectives: 20 of them are in the 70 percentile and 5 are in the 80 percentile. There are no performance objectives in the 90 or 100 percentile.

Each student must complete 70% (I.E., 14) of the 20 performance objectives in the 70 percentile and 80% (I.E., 4.8) of the 6 performance objectives in the 80 percentile in Functional Area 1.

Example: An examination is given covering all 26 performance objectives in Functional Area 1.

A student who successfully completed all 20 performance objectives in the 70 percentile but who only successfully completed 3 of the 6 performance objectives in the 80 percentile would have failed functional area 1. You cannot use the score from one section to raise the score of another section which has been failed.

An academy may have higher student success criteria than the POST minimum standard but must be prepared to defend its higher standard.

### **KNOWLEDGE DOMAIN METHOD**

Using the "knowledge domain" method, successful course completion is based on passing knowledge domain tests and demonstrating proficiency on psychomotor performance objectives. The Basic Course contains two types of performance objectives: (a) objectives which require the students to demonstrate knowledge, and (b) objectives which require the students to demonstrate psychomotor skills. These performance objectives are described in this document.

**Knowledge Domain Tests.** POST measurement experts (psychologists), with the assistance of subject matter experts, have developed knowledge domain tests covering all the knowledge objectives in the Basic Course. The knowledge domain tests are constructed as follows: (a) knowledge objectives covering similar content are assigned to the same knowledge domain; (b) test items are written addressing each of the objectives; (c) a minimum of two tests are constructed for each knowledge domain; and (d) a cut score (i.e., a minimum passing score) is set for each knowledge domain based on judgements about the level of proficiency needed and the difficulty of the test items.



**Exercises and Scenarios.** With the assistance of subject matter experts, POST has designed exercises and scenarios which assess the skills called for by each of the Basic Course psychomotor performance objectives. The exercises and scenarios are described in the POST Basic Course Scenario Manual. In assessing a student's performance on each psychomotor objective, an academy may use a POST-designed exercise or scenario or an academy-developed exercise or scenario designed to assess the same psychomotor skill.

**Requirements for Successfully Completing the Basic Course.** To successfully complete the Basic Course, a student must (a) obtain a score on each POST-constructed, knowledge domain test which is equal to or greater than the cut score established by POST, and (b) demonstrate, in an exercise or scenario, the required psychomotor skills associated with each psychomotor performance objective at a level consistent with adequate performance in the field, as judged by the academy. If a student fails a knowledge domain or psychomotor skills test when first tested, the student will be given only one opportunity (except as noted below) to retake the test.

**Retaking a Knowledge domain Test.** Students who fail a knowledge domain test on the first attempt shall be provided with an opportunity to: (a) review their test results in a manner which does not compromise test security; (b) have a reasonable time, established by each academy, to prepare for a retest; and (c) be provided with one, and only one, opportunity to be retested on the knowledge domain with a POST-constructed, parallel form of the same test. If a student fails the second test, the student shall be dismissed from the academy class in which he or she is currently enrolled unless, in the judgement of the academy director, one or more of the following circumstances prevented the student from taking the test on an equal basis with the other students:

- o the student was ill or injured,
- o the student was emotionally traumatized by an event such as the death of a family member or close friend, or
- o the student was unable to receive the same instruction as other students due to factors beyond the student's control.

An academy director who permits a student to be retested more than once on the same knowledge domain is required to prepare and retain a written record containing the following information: (a) the student's name, (b) the date the student was retested, (c) the knowledge domain on which the student was retested, (d) the test results, and (e) the reasons for allowing the student an opportunity to be retested. This record must be maintained by the academy director and made available for POST inspection upon request.

A student who is dismissed from an academy class for failure to pass a knowledge domain test on the second attempt may, at the discretion of the academy director, be enrolled (recycled) in a subsequent class.

**Retaking a Test on a Psychomotor Objective.** Students who take and fail a test on a psychomotor objective (as determined by the academy) shall be given one opportunity to retake the test. Students who fail the same objective when retested shall be dismissed from the academy class in which they are currently enrolled.

Students who retake a psychomotor test and perform marginally (as determined by the academy) may be retested again (at the discretion of the academy). Marginal performance is a judgment that the student's performance on the test does not clearly demonstrate either competence or incompetence.

**Academy Requirements.** POST has established minimum training requirements for the Basic Course. However, POST recognizes that academies must respond to the needs of the local law enforcement agencies which they serve and that this may justify additional training requirements or higher performance standards than those mandated by POST.

#### **PHYSICAL CONDITIONING PROGRAM AND PHYSICAL ABILITIES TEST**

Regardless of the method used to determine successful completion of the Regular Basic Course (i.e., the "success criteria" method or the "knowledge domain" method), the POST-developed physical conditioning program must be followed within Functional Area 12.0 and students must pass a POST-developed physical abilities test as described in the POST Basic Academy Physical Conditioning Manual at the conclusion of the conditioning program as a condition for successful course completion. The use of alternatives to the POST-developed physical abilities test is subject to approval by POST. Course presenters seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards, and that alternative tests are equivalent to the POST-developed test with respect to validity and reliability. Evidence concerning the comparability of scores on the POST-developed test and the proposed alternative test is also required.

A

COMMISSION MEETING MINUTES

January 17, 1991  
Holiday Inn On-The-Bay  
San Diego, CA

The meeting was called to order at 10:15 a.m. by Chairman Tidwell.

Commissioner Grande led the flag salute.

ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

Commissioners Present:

Carm J. Grande  
Ronald Lowenberg  
Daniel E. Lungren  
Edward Maghakian  
Floyd Tidwell  
Robert L. Vernon  
Robert Wasserman

Commissioners Absent:

Sherman Block  
Richard Hunt  
Raquel Montenegro  
Richard L. Moore  
Alex Pantaleoni

POST Advisory Committee Members Present:

Don Brown  
Jay Clark  
John Clements  
Dolores Kan  
Joe McKeown

Staff Present:

Norman C. Boehm, Executive Director  
Glen Fine, Deputy Executive Director  
Hal Snow, Assistant Executive Director  
John Berner, Bureau Chief, Standards and Evaluation  
Mike DiMiceli, Bureau Chief, Management Counseling  
Holly Mitchum, Bureau Chief, Information Services  
Ken O'Brien, Bureau Chief, Training Program Services  
Otto Saltenberger, Bureau Chief, Administrative Services  
Darrell Stewart, Bureau Chief, Special Projects  
Doug Thomas, Bureau Chief, Center for Leadership Development  
Vera Roff, Executive Secretary

The public hearing was held in compliance with requirements set forth in the Administrative Procedures Act to provide public input on the proposed regulatory actions.

## PART I

### C. Proposal for Training Standards for the P.C. 832 Course

The purpose of this portion of the public hearing was to consider revision of training standards for the P.C. 832 Course.

Staff reported that pursuant to Penal Code Section 832 mandating an introductory training course for peace officers, POST requires a minimum 24-hour Arrest Course and for those peace officers who carry firearms an additional 16-hour Firearms Course for a total 40-hour requirement. An optional 16-hour Communication and Arrest Methods Course is recommended but not required.

It was proposed to: (1) include the optional Communications and Arrest Methods Course in the required Arrest Course, bringing that module from 24 to 40 hours; (2) increase the time required for the Firearms Course from 16 to 24 hours; (3) include a skill test requirement for arrest methods as handcuffing, person search, and weaponless defense; and (4) revise the Level III Reserve Course requirement to maintain consistency with the proposed P.C. 832 requirement.

Following completion of the staff report, the Chairman invited oral testimony. No one present indicated the desire to testify for against the proposal, and Part I of the public hearing was closed.

MOTION - Wasserman, second - Maghakian, carried unanimously to adopt the recommended changes to Commission Regulations 1080-1081, 1005, 1007 and Procedures H-3 and H-5 and to implement updating the curriculum hourly and testing requirements for the P.C. 832 Course, effective July 1, 1992 (Attachment A).

## PART II

### D. Proposal to Revise Graduation Requirements for the Regular Basic Course

The purpose of this portion of the public hearing was to consider revisions to the graduation requirements for the Regular Basic Course.

Staff reported that current graduation requirements for the Regular Basic Course are defined in terms of performance

## CENTER FOR LEADERSHIP DEVELOPMENT

### E. Approval to Establish Tuition for Officers of Non-Reimbursable Agencies Attending the Supervisory Leadership Institute

At the January 1987 meeting, the Commission designated a tuition be charged for all eligible, non-reimbursable agencies desiring to send participants to the Command College.

It was recommended that a tuition also be established for non-reimbursable agencies to cover the direct costs for participation in the Supervisory Leadership Institute.

MOTION - Grande, second - Wasserman, carried unanimously to establish tuition of \$1568 for eligible, non-reimbursable agencies that participate in the Supervisory Leadership Institute beginning after July 1, 1991, and to direct staff to submit a report annually thereafter with recommendations for setting the tuition rate for the coming year.

## STANDARDS AND EVALUATION

### F. Report on POST Program to Recognize Physically Fit Peace Officers

Staff reported on development of a program for recognizing officers who achieve and maintain exemplary levels of physical fitness. As designed, officer participation in the program would be voluntary, and local agency personnel would be responsible for all aspects of the program administration, including all fitness testing. POST's role would be primarily that of training individuals to serve as local agency program administrators.

MOTION - Vernon, second - Maghakian, carried unanimously to receive the report and authorize limited field testing of the program, and to ask the Long Range Planning Committee to evaluate and report on the potential for POST involvement in recognizing officers who satisfy the fitness criteria.

### G. Approval of an Interagency Agreement with City of Los Angeles for the Assistance of Dr. Robert Goldberg in Revising the POST Medical Screening Manual

The POST Medical Manual for California Law Enforcement provides guidance to local agencies with respect to the medical pre-screening of peace officer applicants. The document, which is used by many agencies, has not been updated since 1977. An interagency agreement was proposed with the City of Los Angeles for an amount not to exceed

The proposed added curriculum would require six hours of instruction which would be accommodated within the overall 120 hours by adjusting hours by topics.

MOTION - Wasserman, second - Grande, carried unanimously to approve the proposed curriculum changes for the POST Recualification Course effective January 1, 1991.

#### MANAGEMENT COUNSELING

J. Approval of Feasibility Study Report Regarding Return to Custody Facility Corrections Officers

Assembly Bill 3401 (Waters) was chaptered as an emergency statute and became effective in September 1990. The law added Penal Code Section 830.55 to create a new peace officer category, Local Correctional Officer. The law also contained a requirement that the Commission study this new peace officer category to determine "the appropriate powers and authority" and report to the Legislature no later than March 15, 1991.

The staff study concluded that the described powers and authority are appropriate for the tasks and duties in a Return to Custody facility.

MOTION - Grande, second - Wasserman, carried unanimously to authorize submittal of the report regarding Correctional Officers (830.55 P.C.) to the Legislature no later than March 15, 1991.

#### EXECUTIVE OFFICE

K. Report on ACR 58 Implementation

A video tape introducing the ACR 58 report, "A Vision of Excellence" was reviewed by the Commission. It was recommended that the report and video be made available to the Governor, each legislator, heads of law enforcement agencies, PORAC, CPOA, CPCA, CSSA, and others, as appropriate. Staff reported that work on each of the major areas identified in the report are at various respective stages of development.

MOTION - Lowenberg, second - Moore, carried unanimously to endorse the ACR 58 study recommendations, authorize distribution of the report and video, and encourage further planning and implementation of the ACR 58 recommendations.

5. Mather Air Force Base

Staff reported that the joint proposal by POST, Sacramento SD, Sacramento PD, and the Los Rios Community College District is still being viewed favorably. The proposal is for acquisition of land and buildings when the base is deactivated.

6. Need for Standards for Forensic Criminalists

The Committee reviewed an earlier proposal from then Attorney General John Van de Kamp suggesting that POST consider setting standards for criminalists. There are now no standards and criminalistics work is an important aspect of the law enforcement function. There was consensus that staff fully explore and evaluate the need and feasibility and report back.

7. Cultural Awareness Study

Staff provided a briefing on the status of this project. It was an informational item at this time.

MOTION - Wasserman, second - Maghakian, carried unanimously to accept the Long Range Planning Committee report and approve its recommendations.

M. Finance Committee

Commissioner Wasserman, Chairman of the Finance Committee, reported that the Committee met Wednesday, January 16, 1991 in San Diego and recommended the following proposed contracts be negotiated for Fiscal Year 1991/92:

1. Management Course

This course is currently budgeted at \$326,275 for 22 presentations by 5 presenters.

California State University - Humboldt  
California State University - Long Beach  
California State University - Northridge  
California State University - San Jose  
San Diego Regional Training Center

Course costs are consistent with Commission guidelines and performance by all five presenters has been satisfactory. Staff anticipates some increases over FY 1990/91 due to increased costs for instructors, coordination, facilities, and materials. No additional presenters are planned for 1991/92.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1990/91 for an amount not to exceed \$34,000. The anticipated cost increase is based on a modest increase in Basic Course graduates and labor and shipping cost increases of approximately 7%.

6. Cooperative Personnel Services - Entry-Level Reading and Writing Test Battery

POST has contracted with Cooperative Personnel Services for administration of the POST entry-level reading and writing test battery since 1983. The current year contract is for \$92,000.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1990/91 for an amount not to exceed \$98,500. The anticipated cost assumes labor and shipping cost increases of approximately 7%.

7. Cooperative Personnel Services - P.C. 832 Written Examination

POST has contracted with Cooperative Personnel Services for administration of the P.C. 832 Written Examination in each of the last two years. The current year contract is for \$71,500. The anticipated cost increase assumes labor and shipping cost increases of approximately 7% and includes a \$5,000 line item for pilot administration of new test items that will be needed to address anticipated additions to the course curricula.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1990/91 for an amount not to exceed \$71,500. The relative cost decrease is attributable to the growing number of P.C. 832 course presenters who have requested and been granted authority to administer the test locally.

8. State Controller's Office - Agreement for Auditing Services

Each year POST has negotiated an Interagency Agreement with the State Controller's Office to conduct audits of selected local jurisdictions which receive POST reimbursement funds. The Commission approved an



12. Department of Justice - Training Center

The Department of Justice has provided training to local law enforcement through an Interagency Agreement with POST since 1974. During Fiscal Year 1990-91, the amount allocated to this training was \$870,933 which included a mid-year supplement to provide additional narcotics training. For this amount, the Department of Justice agreed to train 3,671 students in 21 separate courses.

It is proposed that the Department of Justice conduct generally the same training programs in Fiscal Year 1990/91 for a similar financial commitment by POST.

13. Cooperative Personnel Services - Public Safety  
Dispatcher Basic Training Equivalency Examination

POST has contracted with Cooperative Personnel Services for administration of the Public Safety Dispatcher Basic Course Equivalency Examination during this, the initial year of the testing program. The current year contract is for \$26,217.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1991/92 for an amount not to exceed \$14,300. The decrease is due to an anticipated reduction in testing volume as the number of dispatchers eligible for testing declines.

MOTION - Wasserman, second - Moore, carried unanimously to authorize the Executive Director to negotiate the contracts and return them to the April meeting for formal approval.

Commissioner Wasserman reported that the Governor and administration have included the \$3.5 million earlier requested as part of this year's budget. This means that POST can distribute the 5% retroactive salary reimbursement rate increase approved earlier, as soon as it is received. The \$4.5 million increase for 1991-92 is in the Governor's budget recommendation for next year as well. Revenue for this year is on target with projections. The asset forfeiture money program through POST which never really began, will not be implemented according to the Governor's budget, but go to the General Fund instead.

Commissioner Wasserman also reported that the Committee recommended staff begin developing a priority scheme for ACR 58 implementation.

OLD/NEW BUSINESS

Appointment of Nominating Committee

Chairman Tidwell appointed Commissioner Wasserman as Chairman, and Commissioners Maghakian and Vernon to serve as members of the Nominating Committee. The Committee will make recommendations at the April Commission meeting.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

April 18, 1991 - Holiday Inn Holidome - Sacramento  
July 18, 1991 - Marriott Mission Valley - San Diego  
November 7, 1991 - Holiday Inn - Sacramento  
January 24, 1991 - Bahia Inn - San Diego

ADJOURNMENT - 11:50 a.m.

Commission on Peace Officer Standards and Training

PUBLIC HEARING: CURRICULUM AND HOURLY REQUIREMENTS  
FOR THE PC 832 COURSE

1005. Minimum Standards for Training.

\*\*\*\*

(Effective incorporation by reference statements remain unchanged, with the exception of the following:)

PAM Section H-3 adopted effective June 15, 1990, and amended effective \_\_\_\_\_, is herein incorporated by reference.

\*This date to be filled in by OAL

Note: Authority Cited: Sections 13503, 13506 and 13510,  
Penal Code  
Reference: Sections 832, 832.3, 13506, 13510,  
13510.5, 13511, 13513, 13514, 13516,  
13517, 13519.3, 13520 and 13523, Penal  
Code

COMMISSION PROCEDURE H-3

RESERVE OFFICER TRAINING

3-1 - 3-2 \*\*\*\*\*

3-3. Reserve Officer Training Requirements.

Training shall be completed prior to assignment of peace officer duties. The following minimum training requirements apply to reserve peace officers:

Level III

Module A - (56 64 hours)  
P.C. 832 Arrest &  
Firearms Course  
PLUS  
~~Communications and  
Arrest Methods Course~~

Minimum

56 64 hours

Level II\*

Module A - (56 64 hours)  
PLUS  
Module B (90 hours)

Minimum

146 hours

Level I\*

(non-designated)

Module A (56 64 hours)  
PLUS  
Module B (90 hours)  
PLUS  
Module C (68 hours)

Minimum

~~214~~ 222 hours

Level I

(designated)

Shall satisfactorily  
meet the training  
requirements of the  
Basic Course (PAM,  
Section D-1)

3-4 - 3-11 \*\*\*\*\*

\*Refer to PAM, Section H-3-8, Field Training, for additional training requirements.

Commission on Peace Officer Standards and Training

PUBLIC HEARING: CURRICULUM AND HOURLY REQUIREMENTS  
FOR THE PC 832 COURSE

1007. Reserve Officer Minimum Standards.

\*\*\*\*

(Effective incorporation by reference statements remain unchanged, with the exception of the following:)

PAM Section H-3 adopted effective July 15, 1982, and amended February 15, 1990 and \*, is herein incorporated by reference.

PAM Section H-5 adopted effective July 15, 1982, and amended February 15, 1987 and \*, is herein incorporated by reference.

\*This date to be filled in by OAL.

Authority: Penal Code Sections 13503 and 13506

Reference: Penal Code Sections 832.3, 832.6, 13510, and 13510.5

COMMISSION PROCEDURE H-5  
RESERVE OFFICER COURSES - MODULES A, B, & C

5.1 - 5.2 \*\*\*\*

**Content and Minimum Hours**

**5-3. Reserve Course Content and Minimum Hours:** Subject matter and hourly requirements are outlined in the following pages, which describe Modules A, B, & C. Course presenters are encouraged to use Basic Course performance objectives and unit guides as illustrative content but are not required to do so.

MODULE A - ~~40~~ 64 HOURS - ARREST AND FIREARMS (P.C. 832)  
~~AND 16 HOURS - COMMUNICATIONS AND ARREST METHODS~~

(For full satisfaction of Level III reserve training)

**Course Outline**

Arrest Course ~~24~~ 40 Hours  
(Required for all peace officers)

~~A. Professional Orientation (4 Hours)~~

- ~~1. Professionalism~~
- ~~2. Ethics/Unethical Behavior~~
- ~~3. Administration of Justice Components~~
- ~~4. California Court System~~
- ~~5. Discretionary Decision Making~~

~~B. Law (12 Hours)~~

- ~~1. Introduction to Law~~
- ~~2. Crime Elements~~
- ~~3. Intent~~
- ~~4. Parties to a Crime~~
- ~~5. Defense~~
- ~~6. Probable Cause~~
- ~~7. Obstruction of Justice~~
- ~~8. Constitutional Rights Law~~
- ~~9. Laws of Arrest~~
- ~~10. Effects of Force~~
- ~~11. Reasonable Force~~
- ~~12. Deadly Force~~
- ~~13. Illegal Force Against Prisoners~~

~~C. Laws of Evidence (4 Hours)~~

- ~~1. Concepts of Evidence~~
- ~~2. Rule of Evidence~~
- ~~3. Search Concept~~
- ~~4. Seizure Concept~~

~~D. Investigation (3 Hours)~~

- ~~1. Preliminary Investigation~~
- ~~2. Crime Scene Notes~~
- ~~3. Identification, Collection, and Preservation of Evidence~~
- ~~4. Chain of Custody~~

~~Examination (1 Hour)~~

- (A) Professional Orientation (4 Hours) \*
- (B) Community Relations (2 Hours) \*
- (C) Law (12 Hours) \*
- (D) Laws of Evidence (3 Hours) \*
- (E) Communications (5 Hours) \*
- (F) Investigation (2 Hours) \*
- (G) Arrest and Control (10 Hours) \*
- POST Examination (2 Hours) \*

Firearms Course ~~16~~ 24 Hours  
(Required for peace officers carrying firearms)

- ~~A. Firearms Safety~~
- ~~B. Firearms Care and Cleaning~~
- ~~C. Firearms Shooting Principles~~
- ~~D. Firearms Range (Target)~~
- ~~E. Firearms Range (Combat)~~
- ~~F. Firearms Range (Qualification)~~

Classroom (8 Hours) \*

- (A) Firearms Safety
- (B) Handgun Familiarization
- (C) Firearms Care and Cleaning
- (D) Firearms Shooting Principles

Range (15 Hours) \*

- (E) Firearms Range
- POST Examination (1 Hour) \*

Complete curriculum requirements are contained in the document,  
"POST Curriculum Requirements for the PC 832 Course - 1992".

\*POST Recommended Hours

~~Communications and Arrest Methods 16 Hours~~  
~~(Recommended for those peace officers who make arrests)~~

~~A. Community Relations (2 Hours)~~

- ~~1. Community Service Concept~~
- ~~2. Community Attitudes and Influences~~

~~B. Communications (5 Hours)~~

- ~~1. Interpersonal Communication~~
- ~~2. Note Taking~~
- ~~3. Introduction to Report Writing~~
- ~~4. Interviewing Techniques~~

~~C. Arrest and Control (8 Hours)~~

- ~~1. Weaponless Defence/Control Techniques~~
- ~~2. Person Search Techniques~~
- ~~3. Restraint Devices~~
- ~~4. Prisoner Transportation~~

~~Examination (1 Hour)~~

ST. LOUIS COUNTY, MISSOURI  
RECOMMENDED FOR THE POLICE ACADEMY  
1981 - 1982

ST. LOUIS COUNTY, MISSOURI



Commission on Peace Officer Standards and Training

PUBLIC HEARING: CURRICULUM AND HOURLY REQUIREMENTS  
FOR THE PC 832 COURSE

1080. PC 832 ~~COURSE~~ Course Testing Requirements

- (a) Pursuant to Section 832(a) of the Penal Code, persons who receive PC 832 training as a stand-alone POST-certified course or as part of a larger POST-certified course shall demonstrate satisfactory completion of the training by passage of a POST-developed or POST-approved examination or examinations. Passage of a written examination shall be required for the ~~arrest procedures~~ cognitive (knowledge) curriculum; passage of a ~~skills performance~~ examinations shall be required for the ~~firearms~~ noncognitive (skills) curriculum. This regulation does not apply to persons who satisfactorily complete the POST Regular Basic Course.

(1) Examination Procedures:

- (A) All ~~original~~ examinations required by this section shall be administered immediately following the conclusion of the required PC 832 instruction in ~~POST-certified courses~~.
- (B) All examinations shall be scored pass/fail.
- (C) Administration and scoring of the written examination shall be delegated to qualified course presenters who have received training in the administration of the examination and who agree to abide by the terms of a formal test security agreement; the ~~firearms~~ skills examinations shall be administered and scored by the ~~firearms instructor(s)~~ course presenter with the POST-specified ~~course of fire and procedures and~~ passing scores.
- (D) All examination results shall be mailed to POST by course presenters within 2 working days of the date of testing.

(2) \*\*\*\*

Authority: PC 13503, 13506

Reference: PC 832

(Note: This language is predicated upon approval by the Office of Administrative Law of public hearings held January 18, 1990, July 19, 1990 and November 1, 1990; and proposed revisions with no public hearings scheduled and published in the Notice Register February 23, 1990 and August 24, 1990.)

#### PROPOSED LANGUAGE FOR REGULATION CHANGE

##### 1081. Minimum Standards for Approved Courses

- (a) Approved courses, as specified in Commission Regulation 1005(g), pertain to training mandated by the Legislature for various kinds of peace officers and other groups for which the Commission has responsibility to establish minimum standards. Approved courses shall meet the following minimum content and hours.

- (1) Arrest and Firearms (Penal Code Section 832) - ~~40~~ 64 Hours  
(Certified course; requirement satisfied by Basic Course.)

~~Arrest Course (24 Hours)~~

~~(Required for all peace officers)~~

~~(A) Professional Orientation (4 Hours)~~

~~1. Law Enforcement Profession (1.2.0\*)~~

~~Learning Goal:~~

~~The student will understand the professional aspects of law enforcement.~~

~~Performance Objectives~~

~~The student will identify the basic principles of a "profession." (1.2.1)~~

~~2. Ethics (1.3.0)~~

~~Learning Goal:~~

~~The student will understand the concept of ethics in law enforcement.~~

~~Performance Objectives~~

~~The student will identify why law enforcement officers, both on and off duty should exemplify~~

~~the highest ethical and moral standards.~~  
~~(1.3.1)~~

~~The student will identify the key elements of the "Law Enforcement Code of Ethics" and the "Code of Professional Conduct and Responsibilities for Peace Officers." (1.3.2)~~

~~\*POST Performance Objective Number, subsequently referred to by number only.~~

~~3. Unethical Behavior (1.4.0)~~

~~Learning Goal:~~

~~The student will understand those actions which constitute unethical behavior of a peace officer and their consequences.~~

~~Performance Objectives~~

~~The student will identify and evaluate methods for handling unethical and/or criminal conduct on the part of a fellow officer. (1.4.1)~~

~~The student will identify problems associated with an officer's nonenforcement of specific laws by personal choice. (1.4.2)~~

~~The student will identify problems associated with an officer's acceptance of gratuities. (1.4.3)~~

~~The student will identify why it is necessary for an officer to take positive action when becoming aware of unethical and/or criminal conduct on the part of a fellow officer. (1.4.4)~~

~~4. Administration of Justice Components (1.7.0)~~

~~Learning Goal:~~

~~The student will have general knowledge of the components of the administration of justice system.~~

~~Performance Objectives~~

~~Given the three criminal justice system components (law enforcement, judicial, corrections), the student will identify to~~

~~which component of the criminal justice system the following operational positions belong: (1.7.1)~~

- ~~a. Judge~~
- ~~b. Prosecuting Attorney~~
- ~~c. Defense Attorney~~
- ~~d. Probation Officer~~
- ~~e. Parole Officer~~
- ~~f. Correctional Officer~~
- ~~g. Local Police~~
- ~~h. Sheriff~~
- ~~i. Victim/Witness Services~~

~~The student will identify the following major goals of the criminal justice system: (1.7.2)~~

- ~~a. Guaranteeing due process~~
- ~~b. Crime prevention~~
- ~~c. Protection of life and property~~
- ~~d. Apprehension of offender~~
- ~~e. Enforcement of law~~
- ~~f. Equal justice~~
- ~~g. Assures victim's rights~~

#### ~~5. California Court System (1.9.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the organization and operation of the California court system.~~

~~Performance Objectives~~

~~The student will identify the organizational structure and primary responsibility of the following California courts: (1.9.1)~~

- ~~a. Justice Court~~
- ~~b. Municipal Court~~
- ~~c. Superior Court~~
- ~~d. District Court of Appeal~~
- ~~e. State Supreme Court~~

~~The student will identify the purposes of the following judicial processes in criminal cases: (1.9.2)~~

- ~~a. Bail~~
- ~~b. Arraignment~~
- ~~c. Preliminary hearing~~

- ~~d. Indictment~~
- ~~e. Trial~~

~~6. Discretionary Decision Making (1.11.0)~~

~~Learning Goal:~~

~~The student will have a general understanding of a law enforcement officer's discretionary authority, constraints, consequences, and process in making decisions.~~

~~Performance Objectives~~

~~The student will identify the steps involved in problem solving including: (1.11.1)~~

- ~~a. Identifying the problem~~
- ~~b. Analyzing the problem~~
- ~~c. Developing alternatives~~
- ~~d. Selecting solution~~
- ~~e. Implementing decision~~
- ~~f. Evaluating action~~

~~The student will identify the most common limitations of officer discretion including: (1.11.2)~~

- ~~a. Law~~
- ~~b. Departmental policy and procedure~~
- ~~c. Departmental goals and objectives~~

~~The student will identify the potential consequences of an officer's application of discretionary decision making including: (1.11.3)~~

- ~~a. Death or injury~~
- ~~b. Additional crime~~
- ~~c. Civil and vicarious liability~~
- ~~d. Officer discipline~~
- ~~e. Embarrassment to department~~

~~Given various word pictures, audio visual presentations, or simulated incidents, the student will identify which of the following are acceptable decisions: (1.11.4)~~

- ~~a. Arrest~~
- ~~b. Citation and Release~~
- ~~c. Referral~~
- ~~d. Verbal Warning~~
- ~~e. No Action~~

~~B. Law (12 Hours)~~

~~1. Introduction to Law (3.1.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the legal principles upon which criminal law in California operates.~~

~~Performance Objectives~~

~~The student will identify the difference between "spirit of the law" and "letter of the law." (3.1.1)~~

~~The student will identify the difference between "common law" and "statutory law" in relation to California law. (3.1.2)~~

~~The student will identify how case decisions affect and clarify statutory law (Stare Decisis). (3.1.3)~~

~~2. Crime Elements (3.2.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the basic elements of crimes as defined in California law.~~

~~Performance Objectives~~

~~The student will identify each of the following as being necessary elements of "a crime" as defined by California Penal Code Section 15. (3.2.1)~~

- ~~a. An act or omission.~~
- ~~b. In violation of statutory law~~
- ~~c. For which there is a punishment~~

~~The student will identify the various types of crimes as felonies, misdemeanors, or infractions by either definition, name, punishment factors, or limitations. (3.2.2)~~

~~The student will identify "corpus delicti" as defined in California criminal law. (Evidence Code) (3.2.3)~~

### ~~3. Intent (3.3.0)~~

#### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of "intent" in California criminal law.~~

#### ~~Performance Objectives:~~

~~The student will identify the following types of "intent" recognized in California criminal law: (3.3.1)~~

- ~~a. Specific~~
- ~~b. Transferred~~
- ~~c. General~~
- ~~d. Criminal negligence (Evidence Code)~~

### ~~4. Parties to a Crime (3.4.0)~~

#### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of "parties to a crime."~~

#### ~~Performance Objectives:~~

~~The student will identify "principal" and "accessory" as defined by California law. (Penal Code Sections 30-32) (3.4.1)~~

~~The student will identify "accomplice" as defined by California law. (Penal Code Section 1111) (3.4.2)~~

### ~~5. Defenses (3.5.0)~~

#### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of entrapment, and who is legally incapable of committing a crime in California.~~

#### ~~Performance Objectives:~~

~~The student will correctly identify entrapment as recognized by California case decisions. (3.5.1)~~

~~The student will identify those persons who are legally incapable of committing a crime in the State of California. (Penal Code Sections 26, 27, 28, and 29) (3.5.2)~~

~~6. Probable Cause (3.6.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of "probable cause."~~

~~Performance Objectives:~~

~~The student will identify the following elements of "reasonable suspicion" as those required to lawfully stop, detain or investigate a person: (3.6.1)~~

- ~~a. Specific articulated facts~~
- ~~b. Crime related activity that has occurred or is about to occur~~
- ~~c. Involvement by the person to be detained in the crime related activity.~~

~~Given word pictures or audio visual presentations depicting instances where "probable cause" for police action may or may not exist, the student will identify its presence or absence and reasons behind his/her decision. (3.6.2)~~

~~7. Obstruction of Justice (3.8.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the laws relative to obstruction of justice and how to identify the elements.~~

~~Performance Objectives:~~

~~Given word pictures or audio visual presentations depicting the possible offering or accepting of a bribe, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 67 and 68) (3.8.1)~~

~~Given word pictures or audio visual~~



~~presentations depicting possible perjuries, the student will determine if the crime is complete and will, in any situation where the crime is complete, identify the crime by its common name and crime classification. (Penal Code Sections 118 and 126) (3.8.2)~~

~~Given word pictures or audio visual presentations depicting the possible refusal by an officer to accept an arrested person, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 142) (3.8.3)~~

~~Given word pictures or audio visual presentations depicting the possible impersonation of an officer, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Sections 146a and 538d) (3.8.4)~~

~~Given word pictures or audio visual presentations depicting the possible threat or obstructing of an officer in the fulfillment of his/her duties, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Sections 69, 71, 136, and 148) (3.8.5)~~

~~Given word pictures or audio visual presentations depicting the possible filing of a false police report, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Sections 148.3 and 148.5) (3.8.6)~~

~~Given word pictures or audio visual presentations depicting the possible refusal to join "posse comitatus," the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 150) (3.8.7)~~

~~8. Constitutional Rights Law (3.37.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the basic constitutional rights of person(s) suspected or accused of a crime.~~

~~Performance Objectives~~

~~The student will identify the provisions of the following amendments to the U.S. Constitution and the impact each has upon a peace officer's duties: (3.37.1)~~

- ~~a. 1st Amendment~~
- ~~b. 4th Amendment~~
- ~~c. 5th Amendment~~
- ~~d. 6th Amendment~~
- ~~e. 8th Amendment~~
- ~~f. 14th Amendment~~

~~Given a description of an act in violation of Title 18, Chapter 13, Section 241 of the U.S. Code, the student will identify the violation by chapter and section of U.S. Code and by its crime classification. (3.37.3)~~

~~Given a description of an act in violation of Title 18, Chapter 13, Section 242 of the U.S. Code, the student will identify the violation by chapter and section of U.S. Code and by its crime classification. (3.37.4)~~

~~9. Laws of Arrest (3.38.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the laws of arrest as defined in the Penal Code.~~

~~Performance Objectives~~

~~The student will describe the peace officer's authority to arrest. (Penal Code Section 836 and Vehicle Code Sections 40301-40325) (3.38.1)~~

~~The student will identify the elements of an arrest. (Penal Code Sections 834 and 835) (3.38.2)~~

~~Given word pictures or audio visual presentations depicting differing arrest situations, the student will identify the amount of force that may be used when effecting an arrest. (Penal Code Sections 834(a) and 843) (3.38.3)~~

~~Given word pictures or audio visual presentations depicting arrest situations, the student will explain what information the person arrested must be provided and at what time it must be provided. (Penal Code Section 841) (3.38.4)~~

~~Given word pictures or audio visual presentations depicting an arrest to be made, the student will identify the time of day or night an arrest may be made. (Penal Code Section 840) (3.38.5)~~

~~Given word pictures or audio visual presentations depicting arrest situations, the student will identify what the peace officer is required to do with the person arrested. (Penal Code Sections 825, 848, 849, 853.5 and 853.6) (3.38.6)~~

~~Given word pictures or audio visual presentations depicting an officer(s) entering the premises to make an arrest, the student will identify those situations where the legal requirements of such entry were fulfilled by the officer(s). (Penal Code Section 844) (3.38.7)~~

~~The student will identify the requirements placed upon a person making an arrest of another. (Penal Code Section 847) (3.38.8)~~

~~Given word pictures or audio visual presentations depicting "private person" arrests, the student will determine if the arrest is legal. (Penal Code Section 837) (3.38.9)~~

~~The student will identify the instances where a peace officer is not civilly liable for false arrest or false imprisonment arising out of an arrest. (Penal Code Sections 836.5, 839, and 847) (3.38.12)~~

~~The student will identify the following legal~~

~~exceptions to arrest: (3.38.13)~~

- ~~a. Diplomatic immunity (22 US Code 252)~~
- ~~b. "State misdemeanor" rule (Hill v. Levy, 117 C.A. 2nd, 667) (Roynin v. Battin, 55 CA 2nd, 861)~~
- ~~c. "Congressional exceptions" (Art. 1, Section 6, US Const.) and (Art. 4, Section 2, Cal, Const.)~~

#### ~~10. Effects of Force (7.1.0)~~

##### ~~Learning Goal:~~

~~The student will understand the psychological and physiological effects and liabilities of the use of force.~~

##### ~~Performance Objectives~~

~~The student will identify the following effects that training has on the psychological and physiological forces which affect a person threatened with danger: (7.1.1)~~

- ~~a. Confidence in one's abilities~~
- ~~b. Development of instinctive reaction~~
- ~~c. Mental alertness and concentration~~
- ~~d. Self control over emotions and body~~

~~The student will identify the liabilities that are attached to an officer and an agency through the use of force. (7.1.2)~~

#### ~~11. Reasonable Force (7.2.0)~~

##### ~~Learning Goal:~~

~~The student will understand the use of reasonable force in police activity.~~

##### ~~Performance Objectives~~

~~The student will identify "reasonable force" as indicated in PC 835 and 835(a). (7.2.1)~~

~~Given word pictures or audio visual presentations depicting arrest situations where deadly force is not necessary, the student will identify the amount of force that may be used in each arrest. (Penal Code Sections 835a and 843) (7.2.2)~~

~~The student will identify the term "reasonable force" and the limitations most commonly imposed on its use by law enforcement agency policies. (7.2.3)~~

## ~~12. Deadly Force (7.3.0)~~

### ~~Learning Goal:~~

~~The student will understand the factors involved in the use of deadly force.~~

### ~~Performance Objectives~~

~~Given word pictures or audio visual presentations involving homicide by a public officer, the student will correctly identify when the homicide is justifiable. (Penal Code Section 196) (7.3.1)~~

~~The student will explain the legal relationship between fear and the use of deadly force. (Penal Code Section 198) (7.3.2)~~

~~The student will list the following considerations which an officer must consider when faced with the use of deadly force: (7.3.3)~~

- ~~a. The type of crime and suspect(s) involved~~
- ~~b. The threat to the lives of innocent persons, both present and future~~
- ~~c. The environment~~
- ~~d. The law and agency policy~~
- ~~e. The officer's present capabilities~~
- ~~f. The threatening weapon's capabilities~~
- ~~g. The immediacy of the threat~~

~~The student will identify the most common conditions found in law enforcement agency policies regarding the use of "deadly force." (7.3.4)~~

~~This will minimally include:~~

- ~~a. Defense of self or others when immediate threat to life exists~~
- ~~b. Shooting at non violent fleeing felons~~
- ~~c. Warning shots~~

~~Given word pictures or audio visual presentations depicting situations where deadly~~

~~force may be necessary, the student will state with each situation whether to shoot or not to shoot. (Penal Code Sections 835a and 843 and departmental policy) (7.3.5)~~

### ~~13. Illegal Force Against Prisoners (11.3.0)~~

#### ~~Learning Goal:~~

~~The student will understand that illegal force cannot be used against a prisoner.~~

#### ~~Performance Objectives~~

~~The student will explain the provisions of Penal Code Section 147 pertaining to willful inhumanity or oppression toward prisoners in the custody of a peace officer. (11.3.1)~~

~~The student will identify the provisions of Penal Code Section 149 pertaining to assaulting a prisoner "under color of authority." (11.3.2)~~

### ~~C. Laws of Evidence (4 Hours)~~

#### ~~1. Concepts of Evidence (4.1.0)~~

##### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concepts of evidence as defined and used in California law.~~

##### ~~Performance Objectives~~

~~The student will identify the following: (4.1.1)~~

- ~~a. Evidence~~
- ~~b. Direct evidence~~
- ~~c. Circumstantial evidence~~

~~The student will identify the following types of evidence or material related to the introduction of evidence in court and will recognize an example of each: (4.1.2)~~

- ~~a. Fruits of a crime~~
- ~~b. Instrumentalities of a crime~~
- ~~c. Contraband~~

~~The student will identify the following~~

~~purposes for offering evidence in court:  
(4.1.3)~~

- ~~a. As an item of proof~~
- ~~b. To impeach a witness~~
- ~~c. To rehabilitate a witness~~
- ~~d. To assist in determining sentence~~

~~The student will identify the following minimal tests which an item of evidence must successfully pass before it may be admitted into any criminal court. (Evidence Code Section 210) (4.1.4)~~

- ~~a. The evidence must be relevant to the matter in issue~~
- ~~b. The evidence must be competently presented in court~~
- ~~c. The evidence must have been legally obtained~~

~~The student will identify the main purpose of the "Rules of Evidence" as protecting the jury from seeing or hearing evidence that is:  
(4.1.5)~~

- ~~a. Likely to confuse the issue (e.g., irrelevant or unreliable evidence)~~
- ~~b. Unfairly prejudicial (e.g., other "bad" acts of the defendant unrelated to the charges)~~
- ~~c. Unduly time consuming to present in court.~~

## ~~2. Rules of Evidence (4.6.0)~~

### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the basic rules of evidence.~~

### ~~Performance Objectives~~

~~The student will identify the effects of the "exclusionary rule" upon police actions and procedures in the following areas: (Evidence Code and Case Law) (4.6.1)~~

- ~~a. Civil rights~~
- ~~b. Inadmissible evidence~~
- ~~c. Possibility of false arrest~~

~~The student will identify the definition of the~~

~~Hearsay Rule. (Evidence Code Section 1200)  
(4.6.2)~~

~~The student will identify the following exceptions to the Hearsay Rule. (Evidence Code Section 1220) (4.6.3)~~

- ~~a. Spontaneous statements~~
- ~~b. Admissions~~
- ~~c. Confessions~~
- ~~d. Dying declarations~~

~~3. Search Concepts (4.7.0)~~

~~Learning Goal:~~

~~The student will understand and have a working knowledge of the legal concepts relative to searches.~~

~~Performance Objectives~~

~~The student will identify the conditions under which the following types of legally authorized searches may be made: (Case Law Decisions) (4.7.1)~~

- ~~a. Consent searches~~
- ~~b. Contemporaneous to arrest~~
- ~~c. Probable cause searches~~
- ~~d. A search warrant~~
- ~~e. Plain sight~~
- ~~f. Exigent circumstances~~

~~The student will identify the following items as those for which an officer may legally search (Case Law Decisions): (4.7.2)~~

- ~~a. Dangerous weapons~~
- ~~b. Fruits of the crime~~
- ~~c. Instruments of the crime~~
- ~~d. Contraband~~
- ~~e. Suspects~~
- ~~f. Additional victims~~

~~The student will identify the definition of the following terms relative to search (Case Law Decisions): (4.7.4)~~

- ~~a. Consent~~
- ~~b. Scope of searches~~
- ~~c. Contemporaneous~~



- ~~d. Probable cause~~
- ~~e. Instrumentalities of a crime~~
- ~~f. Contraband~~
- ~~g. Knock and notice~~
- ~~h. Container search doctrine~~

#### ~~4. Seizure Concepts (4.8.0)~~

##### ~~Learning Goal:~~

~~The student will understand and have a working knowledge of the concept of lawful evidence seizure.~~

##### ~~Performance Objectives~~

~~Given word pictures or audio visual presentations depicting where force is used to prevent a suspect from swallowing evidence, the student will identify those situations where the force is justified. (4.8.1)~~

~~The student will identify an example wherein inducing a suspect to vomit would be legally justified. (Case Law) (4.8.2)~~

~~The student will identify an example wherein the use of force to extract blood evidence from a suspect would be legally justified. (Case Law) (4.8.3)~~

~~The student will identify an example wherein the use of force to extract fingerprint evidence from a suspect would be legally justified. (Case Law) (4.8.4)~~

~~The student will identify an example wherein the suspect would have no legal rights to refuse to give handwriting exemplars. (Case Law) (4.8.5)~~

#### ~~D. Investigation (3 Hours)~~

##### ~~1. Interrogation (8.8.0)~~

##### ~~Learning Goal:~~

~~The student will understand the basic rights to be protected during interrogation.~~

##### ~~Performance Objectives~~

~~The student will identify the requirements for administration of "Miranda Rights" by field officers. (8.8.1)~~

~~2. Preliminary Investigation (10.1.0)~~

~~Learning Goal:~~

~~The student will gain the ability to conduct a preliminary investigation under simulated field conditions.~~

~~Performance Objectives~~

~~The student will identify the reasons to deny access to a crime scene by unauthorized persons including: (10.1.4)~~

- ~~a. Contamination/destruction of evidence~~
- ~~b. Interference with preliminary investigation~~

~~3. Identification, Collection, and Preservation of Evidence (10.6.0)~~

~~Learning Goal:~~

~~The student will acquire knowledge of the proper means of identification, collection, and preservation of evidence.~~

~~Performance Objectives~~

~~Given a description of a crime scene, the student will identify those items which should be treated as evidence. (10.6.1)~~

~~Given a description of each of the following types of evidence, the student will identify the correct methods for collecting, marking (or tagging) and/or packaging evidence. (10.6.2)~~

- ~~a. Fingerprints~~
- ~~b. Tools and Toolmarks~~
- ~~c. Firearms~~
- ~~d. Bullets and Projectiles~~
- ~~e. Show Prints and Tiretracks~~
- ~~f. Bite Marks~~
- ~~g. Questioned Documents~~
- ~~h. Paints~~
- ~~i. Glass~~
- ~~j. Fibers~~
- ~~k. Hairs~~

- ~~l. Blood~~
- ~~m. Soil~~

~~Given a description of an outdoor crime scene and rainy weather conditions, the student will identify those items of evidence requiring protection and the methods used to protect them. (10.6.3)~~

~~Given a description of a crime scene containing several pieces of evidence, the student will identify the "fragile evidence," and select the proper method for preserving it. (10.6.6)~~

~~The student will identify the following items of evidence as those which corroborate child abuse charges: (10.6.7)~~

- ~~a. Photographs of injuries and surroundings~~
- ~~b. Physician's report~~
- ~~c. Instruments or implements used in the crime~~
- ~~d. Diagrams and measurements~~
- ~~e. Materials applicable to the crime~~
- ~~f. Past medical history indicating previous abuse~~
- ~~g. Witness statements~~

#### ~~4. Chain of Custody (10.7.0)~~

##### ~~Learning Goal:~~

~~The student will understand the concept of chain of custody.~~

##### ~~Performance Objectives~~

~~The student will identify what is meant by the term "chain of custody" and why it must be maintained. (California Evidence Code and Case Law) (10.7.1)~~

~~Given a word picture of a situation where evidence was collected and a list made of the evidence, the student will complete the necessary forms generally utilized by law enforcement to insure the chain of custody. (10.7.2)~~

##### ~~Examination~~

- ~~(2) Firearms Course (16 hours)~~  
~~(Required for peace officers carrying firearms)~~

~~(A) Firearms Safety~~

~~1. Firearms Safety (7.5.0)~~

~~Learning Goal:~~

~~The student will understand the safe handling of firearms.~~

~~Performance Objectives~~

~~The student will demonstrate safe handling of handguns. (7.5.1)~~

~~This will minimally be done under the following conditions/situations:~~

- ~~a. Loading and unloading revolvers and/or semi-automatic weapons~~
- ~~b. Holstering and drawing handgun using agency authorized equipment~~
- ~~c. Clearing malfunctions~~

~~(B) Handgun Familiarization~~

~~1. Handgun (7.6.0)~~

~~Learning Goal:~~

~~The student will understand specific characteristics of standard law enforcement handguns.~~

~~Performance Objectives~~

~~The student will identify the major parts of the semi-automatic and revolver type service handgun with explanations of its basic mechanical functions. (7.6.1)~~

~~(C) Firearms Care and Cleaning~~

~~1. Care and Cleaning of Service Handgun (7.7.0)~~

~~Learning Goal:~~

~~The student will know how to clean the service handgun.~~

~~Performance Objectives~~

~~The student will effectively clean the service~~

~~handgun. (7.7.1)~~

~~(D) Firearms Shooting Principles~~

~~1. Handgun Shooting Principles (7.10.0)~~

~~Learning Goal:~~

~~The student will understand the basic principles of shooting with a handgun.~~

~~Performance Objectives~~

~~The student will demonstrate the principles of good marksmanship using the service handgun. (7.10.1)~~

~~The demonstration will minimally include:~~

- ~~a. Stance~~
- ~~b. Grip~~
- ~~c. Breath control~~
- ~~d. Sight alignment~~
- ~~e. Trigger control~~
- ~~f. Follow through~~

~~(E) Firearms Range (Combat)~~

~~1. Handgun/Combat/Range (7.15.0)~~

~~Learning Goal:~~

~~The student will understand the proper use of the handgun on a combat range.~~

~~Performance Objectives~~

~~Given a daylight handgun combat range prescribed by POST, the student will achieve a POST established passing score. (7.15.1)~~

~~Communications and Arrest (16 hours)~~

~~(Recommended for peace officers who make arrests)~~

~~(A) Community relations~~

~~(B) Communications~~

~~(C) Arrest and Control~~

~~Examination~~

Arrest Course (40 Hours)

Required for all peace officers)

- (A) Professional Orientation (4 Hours)\*
- (B) Community Relations (2 Hours)\*
- (C) Law (12 Hours)\*
- (D) Laws of Evidence (3 Hours)\*
- (E) Communications (5 Hours)\*
- (F) Investigation (2 Hours)\*
- (G) Arrest and Control (10 Hours)\*
- POST Examination (2 Hours)\*

Firearms Course (24 Hours)  
(Required for peace officers carrying firearms)

- Classroom (8 Hours)\*
- (A) Firearms Safety
  - (B) Handgun Familiarization
  - (C) Firearms Care and Cleaning
  - (D) Firearms Shooting Principles

- Range (15 Hours)\*
- (E) Firearms Range
  - POST Examination (1 Hour)\*

Reference POST document, POST Curriculum Requirements for the PC 832 Course - January 1, 1992)

(2) - (19) \*\*\*\*

\*POST Recommended Hours

The document, POST Curriculum Requirements for the PC 832 Course - January 1, 1991, adopted effective \* , is herein incorporated by reference.

Authority: PC 13503, 13506

Reference PC 629.44(a), 832, 832.1, 832.2, 832.3, 832.6, 872(b), 12403, 12403.5, 13510, 13510.5, 13516, 13517, 13519, 13519.1, 13519.2; Civil Code 607f; Vehicle Code 40600; Business & Professions Code 25755

(This language is predicated upon approval by the Office of Administrative Law of the pending regulatory changes as published in the Notice Register on May 18, 1990.)

Commission on Peace Officer Standards and Training

PUBLIC HEARING: COURSE COMPLETION REQUIREMENTS  
FOR THE REGULAR BASIC COURSE

1005. Minimum Standards for Training.

\*\*\*\*

(Effective incorporation by reference statements remain unchanged, with the exception of the following:)

The document, Performance Objectives for the POST Basic Course -1989 adopted effective September 26, 1990, and July 1990 Supplement incorporated effective \* , and September 1990 Supplement incorporated effective \* , and January 1991 supplement incorporated effective \* , are herein incorporated by reference.

\*This date to be filled in by OAL

Note: Authority Cited: Sections 13503, 13506 and 13510,  
Penal Code  
Reference: Sections 832, 832.3, 13506, 13510,  
13510.5, 13511, 13513, 13514, 13516,  
13517, 13519.3, 13520 and 13523, Penal  
Code

Commission Procedure D-1

BASIC TRAINING

1.1 \*\*\*\*

Training Content and Methodology

1.2 Requirements for Basic Training Content and Methodology:

The minimum content standards for basic training are broadly stated in paragraphs 1-3 to 1-6. Within each functional area, listed below, flexibility is provided to adjust hours and instructional topics with prior POST approval. More detailed specifications are contained in the document "Performance Objectives for the POST Basic Course - 1989".

Successful course completion requires attendance of an entire course at a single academy except where POST has approved a contractual agreement between academies for the use of facilities. The Law Enforcement Code of Ethics shall be administered to peace officer trainees during the basic course. Instructional methodology is at the discretion of individual course presenters. Requirements and exceptions for specific basic courses are as follows:

- a. For the Regular Basic Course specified in paragraph 1-3, ~~performance objectives must be taught and tested as~~ requirements for successful course completion are specified here and in the document "Performance Objectives for the POST Basic Course". For academy



classes starting prior to October 1, 1992, successful course completion shall be determined using either the "success criteria" method or the "knowledge domain" method, as described below. For academy classes starting on or after October 1, 1992, successful course completion shall be determined using the "knowledge domain" method.

(1) SUCCESS CRITERIA METHOD

Using the "success criteria" method, successful course completion is based upon students meeting the established success criteria specified for all objectives in this document the document "Performance Objectives for the POST Basic Course." Tracking performance objectives to document student achievement is mandatory; however, the tracking system to be used is optional.

Student success criteria have been established, using a comprehensive field survey, whereby percentiles of 70%, 80%, 90% or 100% were identified to each performance objective. Each student must complete 70% of the performance objectives in the 70 percentile, 80% of those in

the 80 percentile, etc. (Note: 100% Performance Objectives are "Must Pass".)

(2) KNOWLEDGE DOMAIN METHOD

Using the "knowledge domain" method, successful course completion is based on passing knowledge domain tests and demonstrating proficiency on psychomotor performance objectives. The Basic Course contains two types of performance objectives: (a) objectives which require the students to demonstrate knowledge, and (b) objectives which require the students to demonstrate psychomotor skills. These performance objectives are described in the document "Performance Objectives for the POST Basic Course."

Requirements for Successfully Completing the Basic Course. To successfully complete the Basic Course, a student must (a) obtain a score on each POST-constructed, knowledge domain test which is equal to or greater than the cut score established by POST, and (b) demonstrate, in an exercise or scenario, the required psychomotor skills associated with each psychomotor performance

objective at a level consistent with adequate performance in the field, as judged by the academy. If a student fails a knowledge domain or psychomotor skills test when first tested, the student will be given only one opportunity (except as noted below) to retake the test.

**Retaking a Knowledge domain Test.** Students who fail a knowledge domain test on the first attempt shall be provided with an opportunity to: (a) review their test results in a manner which does not compromise test security; (b) have a reasonable time, established by each academy, to prepare for a retest; and (c) be provided with one, and only one, opportunity to be retested on the knowledge domain with a POST-constructed, parallel form of the same test. If a student fails the second test, the student shall be dismissed from the academy class in which he or she is currently enrolled unless, in the judgement of the academy director, one or more of the following circumstances prevented the student from taking the test on an equal basis with the other students:

- o the student was ill or injured,

- o the student was emotionally traumatized by an event such as the death of a family member or close friend, or
- o the student was unable to receive the same instruction as other students due to factors beyond the student's control.

An academy director who permits a student to be retested more than once on the same knowledge domain is required to prepare and retain a written record containing the following information: (a) the student's name, (b) the date the student was retested, (c) the knowledge domain on which the student was retested, (d) the test results, and (e) the reasons for allowing the student a second retest. This record must be maintained by the academy director and made available for POST inspection upon request.

A student who is dismissed from an academy class for failure to pass a knowledge domain test on the second attempt may, at the discretion of the academy director, be enrolled (recycled) in a subsequent class.

**Retaking a Test on a Psychomotor Objective.**

Students who take and fail a test on a psychomotor objective (as determined by the academy) shall be given one opportunity to retake the test.

Students who fail the same objective when retested shall be dismissed from the academy class in which they are currently enrolled.

Students who retake a psychomotor test and perform marginally (as determined by the academy) may be retested again (at the discretion of the academy).

Marginal performance is a judgment that the student's performance on the test does not clearly demonstrate either competence or incompetence.

**Academy Requirements.** POST has established minimum training requirements for the Basic Course. However, POST recognizes that academies must respond to the needs of the local law enforcement agencies which they serve and that this may justify additional training requirements or higher performance standards than those mandated by POST.

Regardless of the method used to determine successful completion of the Regular Basic Course (i.e., the "success criteria" or "knowledge domain" method), ~~For the Regular Basic Course,~~ the POST-developed physical conditioning program must be followed within Functional Area 12.0. ~~and~~ ~~s~~Students must pass a POST-developed physical abilities test as described in the POST Basic Academy Physical Conditioning Manual at the conclusion of the conditioning program as a condition for successful course completion. The use of alternatives to the POST-developed physical abilities test is subject to approval by POST. Course presenters seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards, and that alternative tests are equivalent to the POST-developed test with respect to validity and reliability. Evidence concerning the comparability of scores on the POST-developed test and the proposed alternative test is also required.

- b. For basic courses listed in paragraphs 1-4 to 1-6, the performance objectives of the Regular Basic Course are not required but illustrative only of the content for the broad functional areas and learning goals specified

for each of these basic courses. Successful course completion shall be determined by each course presenter.

1.3 - 1.7 \*\*\*\*

# **PERFORMANCE OBJECTIVES FOR THE POST BASIC COURSE**

*(Regular Basic Course)*

JANUARY 1991 SUPPLEMENT

1989



**THE COMMISSION  
ON PEACE OFFICER STANDARDS AND TRAINING  
STATE OF CALIFORNIA**



## INTRODUCTION

The performance objectives contained in this document constitute the minimum standards for basic training required by the Commission on Peace Officer Standards and Training. This performance-based training concept standardizes and improves the basic training requirements for California peace officers, while it enhances the effectiveness of the teaching methods and testing processes of the basic training courses.

## PROJECT

The Basic Course Revision Project which resulted in these performance objectives began in June 1973. An Advisory Committee was charged with overseeing the development of a product by project staff. The Committee consisted of representatives of law enforcement, police educators, police trainers, and the public.

The Basic Course Project had the following goals:

1. To improve existing basic training capabilities
2. To establish and implement a statewide basic training standard
3. To establish a reasonable and minimum performance **capability** for law enforcement officers to attain
4. To establish a more effective method of training and testing law enforcement trainees

The ~~two~~ three documents listed below should be used together with this document in implementing the revised Basic Course:

1. **Management Guide:** A document providing direction for making any necessary changes and implementing the POST Basic Course.
2. **The Instructional Unit Guides:** Instructional material designed to address a small group of performance objectives. There are 58 of these guides.
3. **Basic Course Scenario Manual:** This manual describes exercises and scenarios which can be used to evaluate psychomotor skills

## FORMAT

The Basic Course is divided into 12 "Functional Areas" which encompass the major functions of law enforcement work. Each functional area contains "Learning Goals" which broadly describe each segment of the training program. These learning goals can be used as individual course goals.

Each learning goal has one or more "Performance Objective" describing the action, knowledge or behavior the student is expected to exhibit upon completion of the instruction and provides the basis upon which the student will be evaluated.

## **NUMBERING**

Learning Goals and Performance Objectives are continuously being revised, deleted, and added. In order to preserve their sequential numbers, we have included the notation "Deleted as of (date) " for those Learning Goals and Performance Objectives that have been deleted. If Learning Goals or Performance Objectives have been modified or added, the date is indicated.

## **PERFORMANCE OBJECTIVES**

With the adoption and use of performance objectives, the instructional emphasis is removed from the instructors and what they teach, and is placed upon the students and what they learn. Performance objectives, when shared with the students before instruction, serve as a guideline for both students and instructors; thus, **both** are aware of the **expected** outcome of the instruction.

A performance objective consists of four elements:

1. Learner: Who is expected to perform the required task.
2. Behavior: What it is that the successful student will be able to do.
3. Condition: Under what conditions the student will perform the stated task.
4. Success Criteria: To what extent the student will be able to perform the behavior under the pre-stated conditions.

## **POST REQUIREMENTS FOR SUCCESSFULLY COMPLETING THE BASIC COURSE**

POST is in the process of changing its requirements for successfully completing the Basic Course. The existing requirements use "success criteria" to determine success in the Basic Course. The new requirements use "knowledge domains" to determine success in the basic course. The two methods for determining success in the Basic Course are described below. Either method may be used until October 1, 1992. Any Basic Course class beginning on or after October 1, 1992, must define success in terms of knowledge domains.

## **SUCCESS CRITERIA METHOD**

Using the "success criteria" method, successful course completion is based upon students meeting the established success criteria.

specified for all objectives in this document. Tracking performance objectives to document student achievement is mandatory; however, the tracking system to be used is optional.

Student success criteria have been established, using a comprehensive field survey, whereby percentiles of 70%, 80%, 90% or 100% were identified to each performance objective. (Note: 100% Performance Objectives are "Must Pass")

The given percentage must be attained in each Functional Area; however, the test may encompass more than one functional area.

Functional Area 1.0 contains 26 performance objectives: 20 of them are in the 70 percentile and 5 are in the 80 percentile. There are no performance objectives in the 90 or 100 percentile.

Each student must complete 70% (I.E., 14) of the 20 performance objectives in the 70 percentile and 80% (I.E., 4.8) of the 6 performance objectives in the 80 percentile in Functional Area 1.

Example: An examination is given covering all 26 performance objectives in Functional Area 1.

A student who successfully completed all 20 performance objectives in the 70 percentile but who only successfully completed 3 of the 6 performance objectives in the 80 percentile would have failed functional area 1. You cannot use the score from one section to raise the score of another section which has been failed.

An academy may have higher student success criteria than the POST minimum standard but must be prepared to defend its higher standard.

### **KNOWLEDGE DOMAIN METHOD**

Using the "knowledge domain" method, successful course completion is based on passing knowledge domain tests and demonstrating proficiency on psychomotor performance objectives. The Basic Course contains two types of performance objectives: (a) objectives which require the students to demonstrate knowledge, and (b) objectives which require the students to demonstrate psychomotor skills. These performance objectives are described in this document.

**Knowledge Domain Tests.** POST measurement experts (psychologists), with the assistance of subject matter experts, have developed knowledge domain tests covering all the knowledge objectives in the Basic Course. The knowledge domain tests are constructed as follows: (a) knowledge objectives covering similar content are assigned to the same knowledge domain; (b) test items are written addressing each of the objectives; (c) a minimum of two tests are constructed for each knowledge domain; and (d) a cut score (i.e., a minimum passing score) is set for each knowledge domain based on judgements about the level of proficiency needed and the difficulty of the test items.

**Exercises and Scenarios.** With the assistance of subject matter experts, POST has designed exercises and scenarios which assess the skills called for by each of the Basic Course psychomotor performance objectives. The exercises and scenarios are described in the POST Basic Course Scenario Manual. In assessing a student's performance on each psychomotor objective, an academy may use a POST-designed exercise or scenario or an academy-developed exercise or scenario designed to assess the same psychomotor skill.

**Requirements for Successfully Completing the Basic Course.** To successfully complete the Basic Course, a student must (a) obtain a score on each POST-constructed, knowledge domain test which is equal to or greater than the cut score established by POST, and (b) demonstrate, in an exercise or scenario, the required psychomotor skills associated with each psychomotor performance objective at a level consistent with adequate performance in the field, as judged by the academy. If a student fails a knowledge domain or psychomotor skills test when first tested, the student will be given only one opportunity (except as noted below) to retake the test.

**Retaking a Knowledge domain Test.** Students who fail a knowledge domain test on the first attempt shall be provided with an opportunity to: (a) review their test results in a manner which does not compromise test security; (b) have a reasonable time, established by each academy, to prepare for a retest; and (c) be provided with one, and only one, opportunity to be retested on the knowledge domain with a POST-constructed, parallel form of the same test. If a student fails the second test, the student shall be dismissed from the academy class in which he or she is currently enrolled unless, in the judgement of the academy director, one or more of the following circumstances prevented the student from taking the test on an equal basis with the other students:

- o the student was ill or injured,
- o the student was emotionally traumatized by an event such as the death of a family member or close friend, or
- o the student was unable to receive the same instruction as other students due to factors beyond the student's control.

An academy director who permits a student to be retested more than once on the same knowledge domain is required to prepare and retain a written record containing the following information: (a) the student's name; (b) the date the student was retested; (c) the knowledge domain on which the student was retested; (d) the test results, and (e) the reasons for allowing the student an opportunity to be retested. This record must be maintained by the academy director and made available for POST inspection upon request.

A student who is dismissed from an academy class for failure to pass a knowledge domain test on the second attempt may, at the discretion of the academy director, be enrolled (recycled) in a subsequent class.

**Retaking a Test on a Psychomotor Objective.** Students who take and fail a test on a psychomotor objective (as determined by the academy) shall be given one opportunity to retake the test. Students who fail the same objective when retested shall be dismissed from the academy class in which they are currently enrolled.

Students who retake a psychomotor test and perform marginally (as determined by the academy) may be retested again (at the discretion of the academy). Marginal performance is a judgment that the student's performance on the test does not clearly demonstrate either competence or incompetence.

**Academy Requirements.** POST has established minimum training requirements for the Basic Course. However, POST recognizes that academies must respond to the needs of the local law enforcement agencies which they serve and that this may justify additional training requirements or higher performance standards than those mandated by POST.

#### **PHYSICAL CONDITIONING PROGRAM AND PHYSICAL ABILITIES TEST**

Regardless of the method used to determine successful completion of the Regular Basic Course (i.e., the "success criteria" method or the "knowledge domain" method), the POST-developed physical conditioning program must be followed within Functional Area 12.0 and students must pass a POST-developed physical abilities test as described in the POST Basic Academy Physical Conditioning Manual at the conclusion of the conditioning program as a condition for successful course completion. The use of alternatives to the POST-developed physical abilities test is subject to approval by POST. Course presenters seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards, and that alternative tests are equivalent to the POST-developed test with respect to validity and reliability. Evidence concerning the comparability of scores on the POST-developed test and the proposed alternative test is also required.

B

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date	
Course Certification/Decertification Report		April 18, 1991	
Bureau	Reviewed By	Researched By	
Training Delivery Services	Ronald T. Allen, Chief	Rachel S. Fuentes	
Executive Director Approval	Date of Approval	Date of Report	
<i>Thomas C. Beckum</i>		March 27, 1991	
Purpose:		Financial Impact:	
<input type="checkbox"/> Decision Requested	<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Yes (See Analysis for details)	
<input type="checkbox"/> Status Report		<input type="checkbox"/> No	

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

The following courses have been certified or decertified since the January 17, 1991 Commission meeting:

CERTIFIED

Course Title	Presenter	Course Category	Reimbursement Plan	Annual Fiscal Impact
1. SWAT Update	Modesto CJTC	Technical	IV	\$ 9,720
2. Reserve Training Module C	West Hills College	Reserve Training	N/A	-0-
3. Tactics, In-Service	Los Angeles P.D.	Technical	IV	-0-
4. Missing Persons/Runaways	Golden West College	Technical	IV	-0-
5. Missing Persons/Runaways	Visalia P.D.	Technical	IV	-0-
6. Advanced Officer	Grossmont College	AO	II	5,700
7. Drug Influence 11550 H&S	Yuba College	Technical	IV	11,700
8. Missing Persons/Runaways	Yuba College	Technical	IV	-0-
9. Beretta - Intro	Los Angeles S.D.	Technical	IV	3,250
10. Beretta-Advanced Combat Shooting	Los Angeles S.D.	Technical	IV	3,250
11. Beretta Combat Shooting	Los Angeles S.D.	Technical	IV	3,250

CERTIFIED - Continued

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
12.	Tactical Comm. Instructor	Los Angeles S.D.	Technical	III	18,450
13.	Reserve Training Module C	Pasadena College	Reserve Training	N/A	-0-
14.	Skills & Knowledge Modular Training	Los Angeles S.D.	Technical	IV	-0-
15.	Latent Fingerprint Photography	Kern County S.D.	Technical	IV	3,240
16.	Occupant Protection - Instructor	Clovis P.D.	Technical	IV	8,064
17.	Laser Village Firearms III	Los Angeles S.D.	Technical	IV	2,168
18.	Basic Arrest & Control Techniques	Rio Hondo RTC	Technical	IV	5,600
19.	Arrest & Firearms (P.C. 832)	San Francisco S.D.	P.C. 832	N/A	-0-
20.	School Peace Ofcr. (P.C. 832.2)	Yuba College	Technical	IV	4,480
21.	Mobile Range Instructor	Los Angeles S.D.	Technical	IV	4,800
22.	Gun Retention Instructor	Rio Hondo RTC	Technical	IV	3,360
23.	School Peace Ofcr. (P.C. 832.2)	Pasadena College	Technical	IV	-0-
24.	Reserve Training Module B	Pasadena College	Reserve	N/A	-0-
25.	Armorer School Counter Sniper Rifles	Lassen College	Technical	IV	7,200
26.	Dispatcher & Critical Incidence	San Bernardino Co. S.D. TC	Technical	IV	15,600
27.	School Peace Ofcr. (P.C. 832.2)	Glendale College	Technical	IV	-0-

CERTIFIED - Continued

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
28.	Firearms Instr.	Napa College	Technical	IV	7,800
29.	DUI Investigation	Sacramento Public Safety Center	Technical	IV	2,100
30.	Terrorism, Theory and Politics	FBI - S.F.	Technical	IV	2,000
31.	Juvenile Law Enforcement	Sacramento Public Safety Center	Technical	III	123,090
32.	Criminal Psychology	FBI - S.F.	Technical	IV	6,000
33.	Defensive Tactics Instructor	Los Medanos Col.	Technical	IV	19,152
34.	Drug Influence, H&S 11550	College of the Siskiyous	Technical	IV	6,048
35.	Courtroom Pres. of Evidence	Calif. Criminal-istics Institute	Technical	IV	2,880
36.	Driver Training (EVOC) Update	San Bernardino Co. S.D. TC	Technical	IV	19,200
37.	Advanced Officer	Mendocino College	AO	II	14,904
38.	Managing Diversity at Work	PMW Associates	Mgmt. Sem.	III	12,960
39.	Arson Accelerant Detection	Calif. Criminal-istics Institute	Technical	IV	4,800
40.	Clandestine Lab. Analysis	Calif. Criminal-istics Institute	Technical	IV	4,800
41.	CDAA Homicide Symposium #8	Calif. DA Assoc.	Technical	III	56,000
42.	Traffic Accident-Inter. Skidmark	Ohlone Community College	Technical	IV	14,700
43.	Instructor Dev.	Los Angeles P.D.	Technical	IV	6,848
44.	Child Interview Specialist Trng.	Office of the AG	Technical	IV	4,800
45.	Advanced Officer	San Mateo Co. S.D.	AO	II	8,064
46.	Skills & Knowledge Modular Training	Palo Alto P.D.	Technical	IV	-0-



CERTIFIED - Continued

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
47.	Arrest/Control Tactics	Ventura College	Technical	IV	1,950
48.	White Collar Crime	FBI - S.F.	Technical	IV	5,000
49.	Traffic Accident	El Camino College	Technical	IV	7,534

50-198 - 148 Proposition 115 Hearsay Evidence Testimony Course Presenters certified as of 3-26-91.

DECERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
1.	Management Sem.	Golden West Col.	Mgmt. Trng.	IV
2.	Training Coord. Update	Los Angeles P.D.	Technical	IV
3.	Juvenile Law Enforcement	CYA	Technical	III
4.	Ofcr. Safety/Field Tactics Upd	San Joaquin Delta College	Technical	IV
5.	Baton Instructors PR-24	San Joaquin Delta College	Technical	IV

TOTAL CERTIFIED	197
TOTAL DECERTIFIED	05
TOTAL MODIFICATIONS	29

1281 Courses certified as of 3-26-91  
302 Presenters certified as of 3-26-91

509 S&K Modules certified as of 3-26-91  
53 S&K Presenters certified as of 3-26-91

TOTAL CERTIFIED COURSES: 1,790

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>PORT OF LOS ANGELES POLICE</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Compliance and Certificates Services</b>	Reviewed By <b>Frederick Williams</b>	Researched By <b>George Fox</b>
Executive Director Approval <i>Maurice C. Becker</i>	Date of Approval <b>3.22.91</b>	Date of Report <b>March 5, 1991</b>
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Port of Los Angeles Commission has requested that the Port Police Departments' sworn officers and dispatchers be included in the POST Reimbursement Program.

BACKGROUND

The Port Police have participated in the POST Specialized Program since October 9, 1974. Effective January 1, 1990 the department's sworn members were included in Section 830.1 P.C. On January 1, 1991, per Section 13526.1 P.C., the agency became eligible for POST reimbursement. Resolution 5187, dated January 30, 1991, was passed by the Port's Commissioners requesting participation in the POST Program for the officer and dispatcher personnel. The agency has agreed to adhere to POST selection and training requirements.

ANALYSIS

The department presently employs 53 peace officers and 10 dispatchers. The fiscal impact is estimated to be about \$16,000 per year.

RECOMMENDATION

That the POST Commission be advised that the Port of Los Angeles Police Department, its sworn officers and its dispatchers have been admitted into the POST Reimbursable Program consistent with Commission policy.

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>SACRAMENTO CITY UNIFIED SCHOOL DISTRICT POLICE DEPARTMENT</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>COMPLIANCE AND CERTIFICATE SERVICES</b>	Reviewed By <i>[Signature]</i> <b>Frederick Williams</b>	Researched By <b>Bud Perry</b> <i>BR</i>
Executive Director Approval <i>[Signature]</i> <b>Monica C. Boehm</b>	Date of Approval <b>3.27.91</b>	Date of Report <b>March 14, 1991</b>
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Sacramento City Unified School District Police Department has requested participation in the POST regular reimbursable program.

BACKGROUND

The provisions of Section 830.32(b) Penal Code permit school districts to employ peace officers. The school district Board of Education passed Resolution No. 1395 requesting participation in the POST program.

ANALYSIS

The department employs fifteen sworn officers. The officers have received adequate training and were suitably selected. The fiscal impact should be less than \$3,000 annually.

RECOMMENDATION

The Commission be advised that the Sacramento City Unified School District Police Department has been admitted into the POST reimbursable program, consistent with Commission policy.

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date	
SANTA BARBARA COUNTY DISTRICT ATTORNEY WELFARE FRAUD UNIT		April 18, 1991	
Bureau	Reviewed By	Researched By	
COMPLIANCE AND CERTIFICATES SERVICES BUREAU	FREDERICK WILLIAMS	GEORGE FOX <i>GF</i>	
Executive Director Approval	Date of Approval	Date of Report	
<i>Morgan L. Bohm</i>	1-22-91	JANUARY 16, 1991	
Purpose:			
<input type="checkbox"/> Decision Requested	<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Status Report	Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Santa Barbara County District Attorney has requested that the agency's Welfare Fraud Unit be included in the POST Specialized Program.

BACKGROUND

The provisions of Section 830.35 Penal Code permits the employment of Peace Officers by Welfare Fraud Units. The Santa Barbara County Board of Supervisors have passed the proper ordinance supporting POST objectives and regulations.

ANALYSIS

The unit employs eleven peace officer investigators. Adequate selection and training standards have been utilized. Fiscal impact will be nil, as the Welfare Fraud Unit is not reimbursable.

RECOMMENDATION

That the Commission be advised that the Santa Barbara County District Attorney's Welfare Fraud Unit be admitted into the POST Specialized Program consistent with Commission Policy.

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Public Safety Dispatcher Program</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Compliance and Certificate Services</b>	Reviewed By <i>FW</i> <b>Frederick Williams</b>	Researched By
Executive Director Approval <i>Morgan C. Bohm</i>	Date of Approval <b>3-22-91</b>	Date of Report <b>March 13, 1991</b>
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Acceptance of agencies into the Public Safety Dispatcher Program.

BACKGROUND

The agencies shown on the attached list have requested participation in the POST Reimbursable Public Safety Dispatcher Program pursuant to Penal Code Sections 13510(c) and 13525. The agencies have expressed their willingness to abide by POST Regulations and have passed ordinances or resolutions as required by Penal Code Section 13522.

ANALYSIS

All of the agencies presently employ full-time dispatchers, and some employ part-time dispatchers. The agencies have all established minimum selection and training standards which equal or exceed the standards adopted for the program.

RECOMMENDATION

That the Commission be advised that the subject agencies have been accepted into the POST Reimbursable Public Safety Dispatcher Program consistent with Commission policy.

NEW AGENCIES IN THE PUBLIC SAFETY DISPATCHER PROGRAM

FEBRUARY - MARCH 1991

<u>AGENCY</u>	<u>ORD/RES/LETTER</u>	<u>ENTRY DATE</u>
Compton P.D.	Ord. 1827	2-13-91
Redondo Beach P.D.	Ord. 2577	3-20-91
San Marino P.D.	Ord. 987	2-7-91
Madera Co. S.O.	Ord. 553	2-28-91

TOTAL AGENCIES IN PROGRAM: 290

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Recognition of Non-Accredited Units, Courses, and Degrees Toward Award of Professional Certificates		Meeting Date April 18, 1991
Bureau Compliance and Certificate Services	Reviewed By <i>FW</i> Frederick Williams	Researched By Frederick Williams
Executive Director Approval <i>Morgan C. Behm</i>	Date of Approval 4-3-91	Date of Report March 5, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should POST modify its Regulation which currently only recognizes units, courses, and degrees from accredited colleges and universities toward the award of POST professional certificates?

BACKGROUND

College units are necessary to meet requirements for award of Intermediate and Advanced Certificates. Such units are also necessary to meet minimum requirements for the Supervisory, Management, and Executive Certificates.

The Commission, at its March 24, 1965 meeting, adopted the requirement that it would only recognize units awarded by accredited colleges and universities toward the award of POST professional certificates. There is no documentation on file for the basis of the Commission decision. However, it is speculated that the action was taken to protect the integrity of the certificates, and to preclude the necessity for POST staff to conduct independent analysis of the academic standing of each educational institution under consideration. Commission Regulation 1011 authorizes the award of certificates and awards to members of participating agencies in recognition of achievement of education, training, and experience. Commission Procedure F-1-4 (b), in describing the qualifications for the award of certificates, cites that education points (units) shall have been awarded by an accredited college or university.

August Vollmer University is a non-accredited institution. Its president, John P. Kenney, proposes that the Commission change its Regulation, allowing non-accredited institutions' units and courses to be accepted in the award of POST professional certificates. He notes that recent legislation, SB 194, has improved the process for overseeing institutions such as his; that the oversight responsibility has been removed from the Superintendent of Public Instruction and placed with the Council For Private Postsecondary and Vocational Education.

On May 1, 1986, August Vollmer University was initially authorized by the Superintendent of Public Instruction to

operate as a California degree granting institution in accordance with California Education Code Section 94310 (c). The institution was subsequently reauthorized on September 19, 1990 under Education Code Section 94310.3 (change in code sections). However, pursuant to SB 194, which was effective September 28, 1990, Education Code Section 94310 (h) essentially grandfathered those existing authorized institutions, with the designation "Candidate for Approval Status." The legislation also indicates that on a specified date prior to January 1, 1994 (to be determined by the Council For Private Postsecondary and Vocational Education) that each institution granted "Candidate for Approval Status" shall file a completed application for approval pursuant to the new legislation.

### ANALYSIS

The Commission has affirmatively articulated policy which states that only units of credit and college degrees awarded by accredited institutions will be honored toward the award of POST certificates. Historically, this position was taken as a means of providing assurance that the source of the education credits was recognized and approved as meeting standards of a recognized accrediting body. Over the years, POST professional certificates have remained respected and in many instances assigned value beyond that which was anticipated by the Commission.

The Private Postsecondary and Vocational Education Reform Act of 1989 and follow up legislation SB 194 are expressions of legislative intent to improve the educational programs and services of private postsecondary and vocational educational institutions. The language of the Reform Act specifically cites the intent to protect the citizens of the state from fraudulent or substandard operations.

The recent legislation acknowledges and recognizes the co-existence of the nongovernmental accreditation process (Western Association of Schools and Colleges) along with the process under development pursuant to the 1989 Reform Act and SB 194. SB 194, among other provisions, enacted language "prohibiting a private postsecondary institution from advertising, or indicating in any promotional material that the institution is accredited, unless the institution has been recognized or approved as specified."

According to Mr. Kenney, the August Vollmer University program is devoted exclusively to criminal justice/criminology. He notes in his correspondence that the university's degrees are appropriate and applicable for law enforcement; that they should be accepted toward the award of POST Intermediate and Advanced Certificates. Mr. Kenney further indicates that "authorized and approved institutions have been created by law. They have been given legal status with all institutions of higher education. They are creatures of the State therefore have all the rights and privileges accorded. Anything else is discrimination."



The standard under which the university was originally authorized to operate May 1, 1986 has been theoretically improved by legislative action and the identification of an independent oversight Council. Under the old standard the Superintendent of Public Instruction, under the authority of the Education Code, could confer upon institutions: (1) Accredited (2) Approved (3) Authorized or (4) Exempted status. The Council is currently in the midst of promulgating its rules and regulations which will govern the new process. Under the new system, the Council will confer only one designation, that being "Approval." As Mr. Kenney observes the new standards for approval of private postsecondary institutions, based on preliminary review, do appear to be similar to those steps involved in the accreditation process, i.e., comprehensive self-study, followed by an on-site evaluation of the programs and services of the total institution. The new regulations will also be subject to review and approval by the Office of Administrative Law. In enacting SB 194, The Legislature expressed its intent to recognize the enormous diversity of California's private postsecondary educational enterprise, with its approximately 3,000 privately supported institutions of academic and vocational education.

However, August Vollmer University has yet to undergo this new appraisal process. As previously noted, the university is a "Candidate For Approval Status," based a grandfather provision under Education Code Section 94310 (h).

In Summary, POST staff finds the old system under which August Vollmer was originally authorized to operate unacceptable in assuring the integrity of non-accredited units. It would be overly burdensome and complicated for POST staff to distinguish between sound educational institutions and those that are fraudulent or substandard in their operations, i.e., diploma mills. We could possibly accept for recognition purposes those institutions "Approved" under the new independent Council for Private Postsecondary and Vocational Education. However, the Council's operating rules and regulations for such approvals are under development and reportedly are several months away from completion. These rules and regulations for approval should be completed and adopted, and institutions like August Vollmer University approved accordingly before POST consider recognition. It is important to note that this issue is larger than August Vollmer University. If POST Regulations are changed to recognize "Approved" institutions, units would be accepted from all such institutions.

Should the Commission consider a change in POST Regulations at this time, as requested by Mr. Kenney, or at some future date, the issue of retroactive approval of units bears some attention. It would appear most reasonable to recognize only units completed after the conferring of "Approval" status by the Council for Private Postsecondary and Vocational Education. This is recommended because there would be greater reliability in the

integrity of units earned under this approval process.

Finally, the Commission should be aware that Government Code Section 1031 (e), in addressing the minimum education standard for peace officers, specifies that a two-year or four-year degree from a college or university accredited by the Western Association of Colleges and Universities is acceptable in lieu of high school graduation. In the event the Commission decides to recognize "Approved" educational institutions for credit toward POST certificates, an issue of apparent inconsistency will exist, as graduation from an "Approved" educational institution will not be acceptable in satisfying the high school graduation minimum standard for peace officers. This inconsistency could be reconciled either by the Commission not recognizing "Approved" educational institutions, or through a change in the language of Government Code Section 1031 (e), also recognizing "Approved" educational institutions, along with accredited colleges and universities.

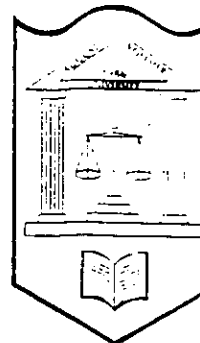
Mr. Kenney is aware of staff analysis described in this report and of the conclusion that it appears premature to consider a change in POST Regulations. Mr. Kenney wishes to appeal and petition directly to the Commission for a change in regulations. This report and agenda item has been prepared to allow for this appeal.

Mr. Kenney's formal request for Commission action and his supporting analysis are included as attachment A.

Attachment B includes letters of support for recognition of August Vollmer University.

#### RECOMMENDATION

Deny the request for the recognition of non-accredited units, courses and degrees toward the award of POST professional certificates.



December 13, 1990

Mr. Norman C. Boehm, Executive Director  
Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

Dear Norm;

Enclosed is August Vollmer University's formal request with documentation for a waiver of the Commission regulation which requires that education points for the Intermediate and Advanced Certificate be from accredited institutions. I would appreciate very much having the request on the agenda of the January 17, 1991 meeting of the Commission.

The days of the "diploma mills" which prompted the regulation are past. The State Legislature "wielded the ax" in 1985 and reiterated its position in 1989 and 1990. All private postsecondary educational institutions which "issue, confer, or award an academic degree" must now meet the stringent requirements set forth in Section 94310 of the Educational Code as added by Chapter 1307 of the Statutes of the 1989 as amended. The requirements under which the University was evaluated and reauthorized recently by the California State Department of Education were essentially the same as those set forth in SB194 approved by the Governor in September 1990.

I established the University to serve the criminal justice agencies of California and we are meeting a need. We offer classes at convenient times and locations. We have a quality faculty with years of professional and academic experience. In three and a half years of operation we have become a credible institution attested to by our students and approval from a number of agencies and other academic institutions of higher learning.

It is extremely important for a number of our students that the waiver be granted. Many younger peace officers will benefit from the education and the education points are important to them.

# **AUGUST VOLLMER UNIVERSITY**

765 The City Drive • Suite 260 • Orange, CA 92668-4942 • (714) 740-1011

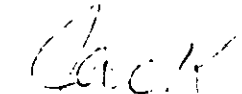
Furthermore, it seems only appropriate that the Commission recognize that the Legislature has mandated stringent requirements for private postsecondary educational institutions and has viewed such institutions as an integral component of the of the higher educational system of the State. It was the Legislature which mandated that the Commission establish and maintain standards and quality training for peace officers of California.

Permit me to add an historical perspective to the concept of educational points for certification. As a member of P.O.S.T. in 1964 - 1966 when the certification program was initiated I introduced the educational component based on a recent State Personnel Board Task Force report which recommended that university and college courses taken by employees be credited toward inservice education/training development. Accreditation was a not consideration by the Task Force which I was a member, although the era of "diploma mills" had not arrived.

Your favorable action for bringing this request before the Commission at its January 17, 1991 meeting in San Diego will be sincerely appreciated. I want to appear before the Commission to answer any questions or concerns.

The request has been discussed informally with a couple of the Commissioners who have responded favorably.

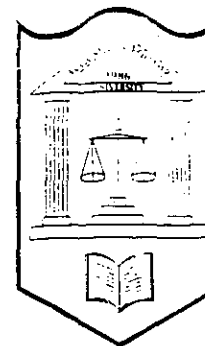
Best personal regards,



John P. Kenney, Ph.D.

jpk/mmc

Enclosures



December 13, 1990

Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

Dear Commissioners;

The purpose of this letter is to request a waiver from the Commission regulation which requires that education points for the Intermediate and Advanced Certificates be from an accredited university or college. We have a number of California peace officers enrolled in degree programs at August Vollmer University who will be applying for their Intermediate and Advanced Certificates in the future and desire credit for course work satisfactorily completed.

I submit that the University has established standards which equal or exceed those for accredited programs. The University has been subjected to a rigorous evaluation process of the same dimensions as programs accredited by the Western Association of Schools and Colleges (WASC) in 1987 and again in 1990 by the California State Department of Education as required by the Section 94310 of the Education Code. The formal academic standards under which the University was evaluated were set by the Council for Private Postsecondary Institutions and approved by the California Postsecondary Education Commission. This month we received reauthorization from the Superintendent of Public Instructions for a period of five years, the maximum. A copy of the "Authorization" is enclosed. January 1, 1991 the University becomes a candidate for approval from the newly formed Council for Private Postsecondary and Vocational Education.

In 1985 the California Legislature mandated that all newly formed private postsecondary institutions shall in essence meet the established standards of the California State Colleges and Universities. The legislation effectively eliminated the "diploma mills" which had been operating in the State. There are currently only a limited number of private postsecondary degree-granting institutions operating in California of which August Vollmer University is the only one devoted exclusively to Criminal Justice.

# **AUGUST VOLLMER UNIVERSITY**

The Private Postsecondary and Vocational Education Reform Act of 1989 (SB 190) amended by S.B. 194, approved by the Governor September 28, 1990 further clarified the Legislature's position that it will not tolerate substandard postsecondary degree-granting institutions in the State. The act establishes the Council for Private Postsecondary and Vocational Education which shall have the responsibility for approving and regulating private postsecondary degree-granting institutions effective January 1, 1991. This removes the State Department of Education from that responsibility.

The California Postsecondary Education Commission was commissioned by the Legislature to develop Proposed Regulations for Approving Degree-Granting Institutions for adoption by the newly formed Council. I have worked closely with the staff of the Commission in preparing the proposed regulations and assure you that they will require a most rigorous evaluation process patterned after the regulations and the evaluation process of the Western Association of Schools and Colleges. I am familiar with WASC regulations having served on a number of university evaluation teams.

August Vollmer University will come under the purview of the Council until it applies for accreditation to the Western Association. We shall have met the basic requirements with an established "track record" of student enrollments and graduations and will make application within three to five years from now, a normal time frame for new institutions or new programs of already accredited institutions.

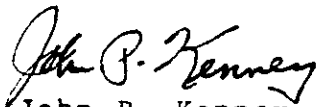
August Vollmer University in its three years of operation has established credibility with a number of law enforcement agencies. Its program has been approved for tuition reimbursement or educational pay incentives by the police departments of Costa Mesa, Anaheim, Huntington Beach and San Bernardino and the Orange and San Bernardino County Sheriffs' Departments and it is recognized by the Orange and Riverside County Probation Departments as providing quality education.

The University had its first graduation ceremonies June 10, 1990 and awarded five doctorate, four master and twenty one bachelor degrees. It currently has seventy students enrolled, all professionals in the field. The graduates included a retired police commander, a captain, several sergeants, detectives, patrolmen, a former FBI agent, an Army CID agent and a district attorney investigator.

In support of this request I am providing the Commission with a catalog which includes a list of our faculty and miscellaneous documents which attest to our commitment to providing quality education. Also, letters of support from students who have graduated or are enrolled in the program are included.

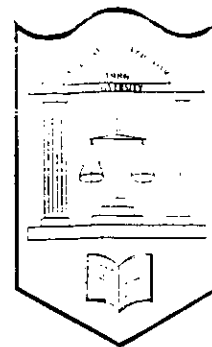
Should a member of the Commission or the staff desire to visit the University I welcome the opportunity to review our accomplishments.

Best personal regards.



John P. Kenney, Ph.D.

Enclosures:



March 29, 1991

Mr. Frederick Williams, Chief  
Compliance and Certificate Services Bureau  
Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 958166-7083

Dear Mr. Williams;

Enclosed is A PROPOSAL FOR AN ALTERNATIVE RECOMMENDED ACTION BY THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING FOR RECOGNITION OF UNITS, COURSES AND DEGREES TOWARD THE AWARD OF PROFESSIONAL CERTIFICATES. I firmly believe that it addresses my request realistically and is a legal and feasible action for the Commission to take. I have established a logical rationale. I trust that it will be presented to the Commission.

Please call me so that we may discuss the proposal.

Best personal regards,

John P. Kenney, Ph.D.  
President

JPK/mmc

Enclosure

APR 1 11 12 AM '91  
COMMISSION ON POST

# AUGUST VOLLMER UNIVERSITY



A PROPOSAL FOR AN ALTERNATIVE RECOMMENDED ACTION  
BY THE COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
FOR RECOGNITION OF UNITS, COURSES AND DEGREES TOWARD  
THE AWARD OF PROFESSIONAL CERTIFICATES.

Prepared by:

John P. Kenney, Ph.D.,  
President, August Vollmer University

I appreciate the Staff sharing with me the draft of the report to the Commission relative to my request that the units and degrees offered by the University be recognized for POST professional certificates. The report fails to acknowledge in its rationale that the State has done much to assure quality education by approved and authorized postsecondary education degree-granting institutions in the past decade. Rather it focuses on what might happen under the oversight of the newly formed Council for Private Postsecondary and Vocational Education. The staff has made a judgement that the previously established standards and evaluation processes were "unacceptable in assuring the integrity of non-accredited units" without providing any evidence that the education was substandard even though the Superintendent of Public Instruction had stated, "Degrees granted by an institution in conformance with any one of the categories for accrediting, approving, authorizing or exempting, degree-granting institutions are all equally legal under the law."

When the Commission, of which I was a member in 1965, adopted the requirement that it would only recognize units awarded by accredited college and universities toward POST professional certificates it assumed that there would follow the development of standards and criteria which included applicability for law enforcement. Education was deemed essential to further professionalism in the police service. To my recollection we were unaware of approval and authorized institutions but were concerned about correspondence courses hence the caveat, accreditation. The "heyday" of the "diploma mills" had not yet arrived.

It is my understanding that the Commission accepts all accredited units irrespective of the field of study. This seems strange in that most professions delineate academic requirements and even schools and departments within accredited universities and colleges have standards and criteria for acceptance of units from other accredited institutions. I might add that some university and college schools and departments accept pertinent units and degrees from approved and authorized institutions. As I mentioned earlier August Vollmer University's degrees have been accepted by the California State Universities at Long Beach and Los Angeles and Saddleback College for faculty appointments.

Although there may be value in all types of education, program content pertinent to law enforcement can be determined. The Commission can decide what to accept and what not to accept. For example the relevancy of ballet dancing, history of the Incas Art and Zen-Buddhism is limited. Criminology/criminal justice, now a recognized academic discipline, the social sciences and the natural sciences are obviously relevant.

August Vollmer University is unique in that it was established to serve the criminal justice community, especially law enforcement. By offering courses in convenient locations and at convenient times it affords opportunities for peace officers to complete their baccalaureate degree and obtain a master and doctorate degree which for many would not be feasible. You have received testimony to the quality of the education in letters from present and former students, a faculty member and police executives. All of our faculty members have appropriate academic degrees and considerable professional experience. Our undergraduate students transfer with education from previous universities or colleges attended which usually include numerous courses in police science or criminal justice. We do give up to 18 units for life experience/organized training evaluated on the basis of accepted established standards. A minimum of thirty units of upper division course work is required. The integrity and quality of the course has been recognized in the "real world".

The legal status of the University with the State of California is as follows. August Vollmer University was Authorized under Section 94310.3 of the Educational Code May 1, 1986 and reauthorized September 19, 1990 for five years pursuant to the Private Postsecondary Education Act of 1977 as amended 1986. The approval and authorization process as required under Section 94310.3 of the Private Postsecondary Education Act of 1977 as amended 1986 requires demonstrated compliance with formal standards recommended by the Council for Private Postsecondary Educational Institutions and adopted by the Superintendent of Public Instructions. The process includes a comprehensive selfstudy and site visitation of a committee consisting of a member appointed by the California Private Postsecondary Commission, a member appointed by the Superintendent from a list submitted to the Council for Private Postsecondary Educational Institutions and a staff person appointed by the superintendent who serves as the chairperson. If technical expertise is needed a fourth member may be appointed by the superintendent. August Vollmer University was subjected to this rigorous process for authorization.

As of January 1, 1991 the University came under the oversight Council for Private Postsecondary and Vocational Education. Prior to January 1, 1994 it must make an application to the Council and submit a comprehensive selfstudy to be followed by a team visit for the same rigorous evaluation it has previously undergone.

POST recognition of the units, course and degrees is important to our students. We are meeting a very real need of the officers and in the words of Donald J. Burnett, Chief of Police, "The information presented has significant education value but also has easily identifiable value in application." The University is dedicated to upgrading and improving the professional qualification of officers enrolled in the program.

Since the University has established the integrity of its academic program our students should not be penalized by "lack of recognition of their educational endeavors. They are unfairly and in fact intentionally being discriminated against by the lack of recognition.

The Commission need not be concerned about a blanket recognition of all licensed private postsecondary degree-granting institutions if it limits recognition to pertinent program areas of education provided. The program areas may be as limited as the Commission wishes to make them. Most other State Commissions which have oversight of issuing licenses or certificates do specify educational fields of study requirements.

August Vollmer University and other private postsecondary degree-granting institutions are recognized by the State of California. The Commission on Peace Officer Standards and Training has the authority to recognize programs based on their content.

#### RECOMMENDATION

The Commission recognizes criminal justice and law enforcement units, course work and degrees from private postsecondary degree-granting institutions licensed to conduct business in the State of California.

STATE CA, TOL  
SACRAMENTO, CA 95814  
TELEPHONE (916)  
445-5573

DISTRICT OFFICE  
1145 TAMPA AVENUE  
SUITE 218  
NORTHridge, CA 91325  
TELEPHONE (818) 388-1177

COMMISS

MAR 16 5 55 AM '91  
ED DAVIS

NINETEENTH SENATORIAL DISTRICT  
REPRESENTING PORTIONS OF LOS ANGELES,  
SANTA BARBARA AND VENTURA COUNTIES

## California State Senate

### COMMITTEES

### SELECT COMMITTEES

### JOINT COMMITTEES

March 14, 1991

Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

Dear Commissioners:

I am writing in support of Dr. Jack Kenney's request to the Commission for acceptance of the August Vollmer University's course work and degrees as qualifying educational points for the intermediate and advanced certificates. I have received the material which he has presented to the Commission and am in agreement with his position that the University meets the established standards and legal requirements of the state including the stated intent of the Legislature in passing legislation for governance of private post-secondary degree-granting institutions.

I have known Jack for over forty years and am aware of his commitment to improving law enforcement in California. His establishment of August Vollmer University to fill a void in the availability of higher education for peace officers in California is a high point in his commitment. I am confident that the University is providing quality education and is worthy of the Commission's recognition.

Sincerely,

  
ED DAVIS



City of Palm Springs

MAR 28 8 48 PM '91  
CITY OF PALM SPRINGS

March 25, 1991

Mr. Frederick Williams  
Commission on Peace Officer Standards and Training  
1601 Alhambra Blvd.  
Sacramento, CA 95816-7083

Dear Mr. Williams:

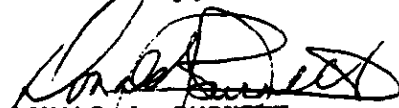
I am writing to indicate my support of the education program provided by the August Vollmer University headquartered at 765 The City Drive, Suite 260, Orange, California, 92668-4942. I believe the education program they offer is of great value to law enforcement.

The material they present is challenging and of sufficient quality and content to be worthy of the degrees offered for successful students.

As the Police Chief with the City of San Bernardino I had the opportunity to afford several members of my department the ability to participate in this University's course work. The classes were presented at our police facility. All of the personnel who attended were more than satisfied with the education received. A few remarked that had they not been offered the chance to gain this education in a convenient place and during convenient times they would not have been able to pursue a higher education. The information presented has significant education value but also has easily identifiable value in application.

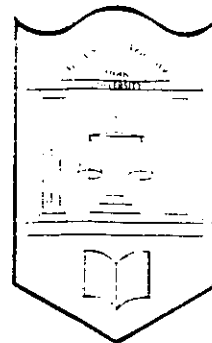
I strongly recommend that you consider the petition filed by John P. Kenney, Ph.D., President of the University. Your support of the petition is essential to providing opportunities for higher education in law enforcement. Shift work, overtime, court time and other uncontrollable demands made on an officer's time frequently prohibits the officer from attending a traditional university schedule. This University schedules the classes to meet the needs of the officers and provides a quality education in the process. Thank you for your consideration.

Yours truly,

  
DONALD J. BURNETT  
Chief of Police

DJB:rj

Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083



Gentlepersons,

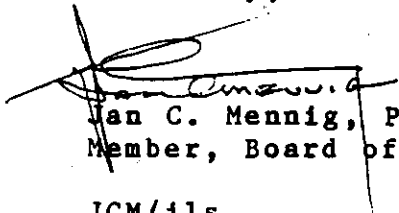
The purpose of this letter is to support the request of the University for a waiver of the P.O.S.T. regulation that educational points for the Intermediate and Advanced Certificates be granted only for education acquired from accredited institutions. As a member of the University's Board of Directors I can assure you that it established and has maintained academic standards equal to those of major universities which I have had the privilege to attend.

I have been intimately involved with Dr. Kenney, President and founder, in planning and developing the University since it was perceived as an institution designed to address the increasing need for expertise and skilled leadership for professionals in the criminology/criminal justice field. There is no question in my mind but that the University is achieving these goals with an academic program which integrates the practical and the theoretical under the direction of a highly qualified faculty who have both professional and academic experience.

I have been associated with the police service in California since 1950 in the Culver City and Pasadena Police Departments. I retired from the Culver City Department with the rank of Chief of Police in 1987. I am well aware of the needs of the police service for higher education and the P.O.S.T. requirements for quality when certifying officers for the certificates. August Vollmer University is meeting the needs with quality education provided at convenient times and locations for officers.

Please call me if you need additional information. My telephone number is (209) 966-5721.

Sincerely,

  
Jan C. Mennig, Ph.D.  
Member, Board of Directors

JCM/jls

# AUGUST VOLLMER UNIVERSITY

# Malcolm M. Guleserian

Attorney at Law

1314 West Fifth Street, Suite B • P.O. Box 3189 • Santa Ana, CA 92703 • (714) 836-0611 (213) 262-3564

October 3, 1990

AUGUST VOLLMER UNIVERSITY  
765 The City Drive, Suite 260  
Orange, CA 92668-4942

ATTN: JOHN P. KENNEY, Ph.d.

RE: P.O.S.T. Accreditation

Dear Dr. Kenney:

It has come to my attention that you are seeking a waiver of the formal requirements of accreditation for P.O.S.T. certification of the University.

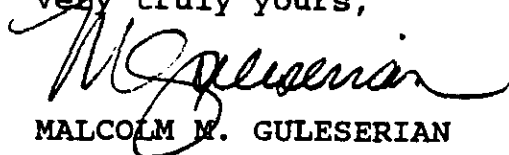
As you know I am a retired police officer now in the full time practice of the Law. Acting in that capacity I have had the opportunity to meet your dedicated staff and participate in your academic program as an instructor. Because I too have had the experience of working full time as a police officer and at the same time trying to seek an education, I can appreciate the program that you have prepared for your students.

In speaking with the individual students I have learned that they appreciate the program not only for its academics, but also for the convenience that has been afforded to them, which is the result of your years of experience as an educator and administrator.

In closing let me comment to you that I am proud to be associated with you and your program. The quality students that you are attracting reflect the quality of the institution and its leadership. Without hesitation I can recommend that P.O.S.T. waive the formal requirements of accreditation and accept the program for P.O.S.T. approval for academic credit for police officers.

If I may help you in any way, please do not hesitate to contact me at your earliest convenience.

Very truly yours,



MALCOLM M. GULESERIAN



## CITY OF BELL GARDENS POLICE DEPARTMENT

7100 GARFIELD AVE., BELL GARDENS, CALIFORNIA 90201-3293  
(213) 927-8345

October 2, 1990

State of California  
Commission of Peace Officers  
Standards and Training  
1601 Alhambra Blvd.  
Sacramento, California 95816

Dear Commissioners:

I have received information that you are in the process of considering August Volmer University's application for a waiver of accreditation as it relates to P.O.S.T. certified programs. As a Police Officer for 20 years, a holder of a P.O.S.T. Management Certificate, and a student at August Volmer University, I felt compelled to write this letter.

The law enforcement field has seen many changes over the past 20 years, many have been forged by your organization. I feel that August Volmer University is on the leading edge of furthering the educational experience of law enforcement personnel in the Southern California area.

I have attended this University for the past year, and have found the instructions extremely current, broad based, and intense. The instructors are futuristic and dedicated to the field of law enforcement.

This University is educating some of the future leaders of the criminal justice system, and I believe that it is imperative that this institution receives your endorsement. I would like to thank you for taking the time to read this letter and remain extremely confident that upon your review of this institution, that you will accept it for your certification programs.

Very truly yours,

Dale R. Pierce, Lieutenant  
Field Services Division Commander  
Bell Gardens Police Department





## CITY OF COSTA MESA

CALIFORNIA 92628-1200

P.O. BOX 1200

FROM THE POLICE DEPARTMENT

September 27, 1990

Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 92706

Gentlemen:

At the end of next month, I will graduate from the August Vollmer University Program with a Bachelor of Science Degree in Criminal Justice. This has been a lifetime dream for me which will hopefully open a few doors of advancement in my management field.

As a Lieutenant for the Costa Mesa Police Department with a P.O.S.T. Management Certificate, I can easily attest to the top quality of instruction which I received in this Criminal Justice Program. In comparison to the many P.O.S.T. Police Science/Management Schools that I have attended over the past 15 years, this University Program has been extremely beneficial.

After obtaining an Associate of Science Degree in Quality Technology and approximately 40 more upper division units of college credit from various State Universities, including a Lifetime Teaching Credential, I would support the August Vollmer University Program as an equal to the best educational program available in the Criminal Justice/Management field of study.

The instructors were well qualified in each course of study. I would particularly like to compliment the August Vollmer Staff for offering the Research Course, Criminology and Management Training classes. Most convenient was the time schedule of the courses. This program gave me an opportunity to share information with fellow professionals and helped me to develop some personal skills.

Because of this quality training program, I would like to solicit your consideration to utilize August Vollmer University in the P.O.S.T. Certificate State Program.

Please contact my office if you desire a personal interview regarding my experience.

Sincerely,

Alan Franklin Kent, Lieutenant  
Traffic Bureau Commander  
(714) 754-5266

SEPTEMBER 26, 1990

JOHN P. KENNEY, Ph.D; President,  
August Vollmer University,  
765 The City Drive, Suite 260  
Orange, CA 92668

Sir:

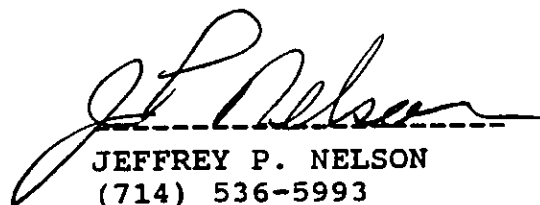
I am currently enrolled in the degree program at August Vollmer University. I began the program in June '90 and have already completed my first trimester of instruction. I would like to commend you on the excellence with which you have organized the curriculum. Each month our class completes an entire semester of study. While this format has proven to a challenge for me it seems best suited for me and my classmates all of whom are full-time sworn police officers.

In the past, I have attended two local community colleges as well as having completed my Junior year at C.S.U. Long Beach where my major was Criminal Justice. I can say, in all sincerity and with complete objectivity that the curriculum at "A.V.U." is the most straight forward, current and valuable, in terms of useful knowledge learned, of all the schools I have previously attended. The quality of the instructors and their first hand knowledge of the subject matter is unmatched in my undergraduate experience.

I understand that A.V.U. is currently seeking a partial sanction from the Post Commission. I have been a Post Certified police officer in this state for over eleven years. I have

attended many many hours of Post certified training classes. Many of those classes over the years have not proven to be of the same high caliber of the classes currently being offered at A.V.U. I truly believe that if the Post Commission examines the University with honest objectivity and without pre-judging A.V.U. on the basis of the performance level of "other" accelerated programs, the Commission will grant the University the sanction it seeks.

I would also like to offer my assistance to you. Please feel free to use all or part of this document in any way you see fit. I would also welcome any contact from any interested party from the Post commission. To this end, I am enclosing my phone number in this correspondence, feel free to forward it to the Post Commission in the event they feel compelled to contact me directly.



JEFFREY P. NELSON  
(714) 536-5993

JPN/jpn



## CITY OF COSTA MESA

CALIFORNIA 92628-1200

P.O. BOX 1200

FROM THE POLICE DEPARTMENT

September 26, 1990

Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 92706

Dear Sirs:

I am currently enrolled in the August Vollmer University bachelor program. I have been in the program for about one year and I am due to graduate at the end of next month.

I have been very impressed with the program. The class topics have been pertinent to my position as a police manager and have considerably widened my perspective of the systems that affect law enforcement.

The instructors have been excellent. With the small class size, and with extended time for discussion, I have learned far more at August Vollmer than I have in the past at other colleges. Prior to beginning the bachelors program at August Vollmer, I attained an associate degree from Riverside City College and 36 other college units from a variety of other colleges, with an overall GPA of 3.4. I feel the average class at August Vollmer has been superior to the average class at the other institutions.

I would recommend August Vollmer to others in the law enforcement field for its quality of education and for its flexibility regarding the hours and location of classes.

I hope that the commission will seriously consider waiving the "accreditation" requirement and allow units gained at August Vollmer to be accepted toward P.O.S.T certificate programs.

I would be happy to personally discuss the University with any of your staff that might be interested. I can be reached at (714) 754-5663.

Sincerely,

Dennis W. Cost, Lieutenant

October 11, 1990

State of California  
Commission of Peace Officers  
Standards on Training  
1601 Alhambra Blvd.  
Sacramento, California 95816

Dear Commissioners:

I have received information that you are in the process of considering August Volmer University's application for a waiver of accreditation as it relates to P.O.S.T. Certified programs. I have been a police officer for 18 years, and hold a P.O.S.T. Advance Certificate. I am a recent graduate of August Volmer University with a degree in Criminology, and I felt compelled to write this letter.

After having attended August Volmer University I feel that they are on the leading edge of educating the future leaders in law enforcement. They are furthering the educational experience of law enforcement personnel in the Southern California region.

While attending the university I found that the instructors to be very informative and current, not only on California law but but the law of the U.S. The courses were intense, the instructors were futuristic and dedicated to the field of law enforcement.

I believe that it is imperative that this institution receives your endorsement. I would like to thank you for taking the time to read this letter and I feel extremely confident the upon your review of this university you will accept it for your certification program.

Very truly yours,



Stephen W. Barilics  
Detective  
San Bernardino Police Department



CITY OF

# San Bernardino

POLICE DEPARTMENT  
DANIEL A. ROBBINS  
CHIEF OF POLICE

W.R. "BOB" HOLCOMB  
Mayor

ESTHER ESTRADA  
First Ward

JACK REILLY  
Second Ward

JESS FLORES  
Third Ward

MICHAEL MAUDSLEY  
Fourth Ward

TOM MINOR  
Fifth Ward

VALERIE POPE-LUDLAM  
Sixth Ward

NORINE MILLER  
Seventh Ward

October 10, 1990

State of California  
Commission of Peace Officers  
Standards & Training  
1601 Alhambra Boulevard  
Sacramento, CA 95816

Dear Commissioner:

I have received information that you are in the process of considering August Volmer University application for a waiver of accreditation as it relates to P.O.S.T. certified programs. As a police officer for over 24 years, a holder of a P.O.S.T. Advanced Certificate and Supervisory Certificate and a student at August Volmer University, I felt compelled to write this letter.

The law enforcement field has seen many changes over the past 20 years. Many have been forged by your organization. I feel that August Volmer University is on the leading edge of furthering the educational experience of law enforcement personnel in the Southern California area.

Prior to entering August Volmer University, I looked into several other university programs as they relate to law enforcement, this includes the University of Redlands, University of Southern California and LaVerne University. I found that August Volmer offered more intense and broader programs and had instructors that were more knowledgeable in law enforcement as they are presently, most of which active in this field. I have attended this university for the past 9 months and have found the instructions extremely current, broad based and intense. The instructors are futuristic

The Police Commission welcomes information sharing and public input.  
The Commission meets on the second Monday of each Month at 7:30 p.m.

POST OFFICE BOX 1559, SAN BERNARDINO,  
CALIFORNIA 92401-1559 714/383-3011



and dedicated to the field of law enforcement.

I feel that August Volmer University is presently educating some of the future leaders of the criminal justice system and I believe that it is imperative that this institution receives your endorsement.

I would like to thank you for taking the time to read this letter and remain confident that upon your review of this institution that you will accept it for your certification programs.

Very truly yours,

DANIEL A. ROBBINS  
CHIEF OF POLICE

*Tom R. Germany Sgt.*  
TOM R. GERMANY, SERGEANT  
NARCOTICS DIVISION

CITY OF  
**San Bernardino**

POLICE DEPARTMENT  
DANIEL A. ROBBINS  
CHIEF OF POLICE

W.R. "BOB" HOLCOMB  
Mayor

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NORINE MILLER  
Seventh Ward

State of California  
Commission on Peace Officers  
Standards and Training  
1601 Alhambra Blvd.  
Sacramento, CA 95816

October 11, 1990

Re: August Vollmer University

Dear Commissioners:

My name is Jerry Ryen. I'm a sergeant with the San Bernardino Police Department and a recent graduate of August Vollmer University. When I learned that AVU had applied for a waiver of accreditation as it relates to P.O.S.T. certified programs I felt it appropriate to give you my perspective on AVU's program.

I entered the AVU program mainly for advancement plus I was lucky enough to have my city pay for one third of the tuition. I initially felt that the program would be mostly a review of what I'd been exposed to over the past 26 years in law enforcement. Was I ever wrong! My studies at AVU uncovered numerous mysteries of the criminal justice system that I found very exciting. Law Enforcement took on a new meaning. AVU's instructors are up-to-date, informative and dedicated to the subjects they teach. Class structuring (lectures mixed with discussions) enabled me to develop a totally different perspective towards my agency, my community, and myself.

The classes at AVU have greatly assisted in improving my communication skills with both my subordinates as well as my superiors. Additionally, my leadership capabilities have been strengthened through my experiences at AVU. This was recently demonstrated with my success in the Lieutenants promotional process. I was able to attain the number 3 ranking out of 24 other candidates. For these and other reasons too numerous to mention I urge you to endorsement of August Vollmer University.

Sincerely,



Jerry Ryen, Sergeant  
San Bernardino Police Department  
Traffic Bureau

The Police Commission welcomes information sharing and public input.  
The Commission meets on the second Monday of each Month at 7:30 p.m.

POST OFFICE BOX 1559, SAN BERNARDINO,  
CALIFORNIA 92401-1559 714/383-5011





D

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Public Hearing to adopt Regulations to Expand Certificate Revocation Requirements		Meeting Date April 18, 1991
Bureau Compliance and Certificate Services	Reviewed By <i>Frederick Williams</i> Frederick Williams	Researched By March 26, 1991
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval 4-4-91	Date of Report
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission enact regulations expanding the grounds for cancellation of professional certificates to include all disqualifiers in Government Code Section 1029 (a), and specified felonies reduced to misdemeanors under Penal Code Section 17, subsections (b) (1) and (3).

BACKGROUND

Pursuant to Penal Code Section 13510.1 (a), the Commission is required to maintain a certification program for specified peace officers. These peace officers are listed in Sections 13510 and 13522 of the Penal Code. Penal Code Section 13510.1 (b) establishes the Basic, Intermediate, Advanced, Supervisory, Management, and Executive certificates for purposes of fostering professionalization in law enforcement. Subsections of 13510.1 (e and f) also cite that the certificates remain the property of the Commission and that the Commission shall cancel certificates of persons convicted of a felony offense. These requirements have been incorporated in Commission Regulation 1011.

Since January 1, 1979, the Commission has cancelled 234 certificates of peace officers convicted of felony offenses.

Currently, revocations for felony convictions average 26 per year. Our best estimate is that there are 150 annual arrests of California peace officers and former peace officers for felony offenses. About 26 of these result in felony convictions, with about 40 being dismissed. The remaining 84 original felony arrests are disposed of as misdemeanor convictions. The reductions to misdemeanors may occur at time of filing by the prosecutor, or following conviction in Superior Court.

Sentencing practices of local superior courts may have the effect of reducing many felony convictions to misdemeanors. Such reductions are permitted under Penal Code Section 17, subsection (b) (1) and (3).

Government Code Section 1029 (a) outlines a series of circumstances, other than felony conviction, that disqualify a person for the position of peace officer including: (1) when adjudged by a Superior Court to be mentally incompetent; (2) found not guilty by reason of insanity of any felony; (3) determined to be a mentally disordered sex offender; (4) adjudged addicted or in danger of becoming addicted to narcotics and committed to a state institution; or (5) any person who has been convicted of any offense in any other state which would have been a felony if committed in this state. Peace officers with a finding under these conditions are currently shielded from certificate cancellation even though they are disqualified from holding peace officer positions.

#### ANALYSIS

It is proposed that regulations be changed to require the cancellation of POST certificates of individuals for any felony conviction which has been reduced to a misdemeanor pursuant to Penal Code Section 17 (b) (1) or (3) and the crime involved unlawful sexual behavior, assault under color of authority, dishonesty associated with official duties, theft, or illegal narcotic offenses. Offenses in these categories substantially relate to the qualifications, functions, and duties of a peace officer. Revocation following such convictions seems important to prevent the continued employment or reemployment of such persons and to serve to safeguard the integrity of the certificate program.

It is also proposed that regulations be modified to require cancellation of certificates of persons who have been disqualified as peace officers for any reason specified in Government Code Section 1029 (a). Currently, the only disqualifier that results in revocation is felony conviction. Expansion of revocation to include all these disqualifiers (described above and in Attachment A) would provide for reasonable consistency between the certificate program and legal barriers to peace officer employment.

Because staff does not now collect information on cases other than those involving felony convictions, there is uncertainty as to the increased volume of revocations that would occur under proposed regulations. The likelihood is that a modest increase will result.

Attachment B shows the proposed changes to Commission Regulation 1011 and Procedure F-2.

RECOMMENDATION

Approve the setting of a public hearing for the July, 1991 meeting to consider changes in POST Regulation 1011 to require the cancellation of certificates issued to persons who have been convicted of specified misdemeanors or who have been disqualified under Government Code Section 1029 (a).

# LAW RELATING TO SELECTION AND STANDARDS

## CALIFORNIA GOVERNMENT CODE

### Title 1

#### GENERAL PROVISIONS

#### DIVISION 4

#### PUBLIC OFFICERS AND EMPLOYEES

#### CHAPTER 1

#### GENERAL

#### ARTICLE 2

#### DISQUALIFICATIONS FOR OFFICE OR EMPLOYMENT

**1029. Conviction of felony as disqualification for peace officer**

- (a) Except as provided in subdivision (b), (c), or (d), each of the following persons is disqualified from holding office as a peace officer or being employed as a peace officer of the state, county, city, city and county or other political subdivision, whether with or without compensation, and is disqualified from any office or employment by the state, county, city, city and county or other political subdivision, whether with or without compensation, which confers upon the holder or employee the powers and duties of a peace officer:

- (1) Any person who has been convicted of a felony in this state or any other state.
- (2) Any person who has been convicted of any offense in any other state which would have been a felony if committed in this state.
- (3) Any person who has been charged with a felony and adjudged by a superior court to be mentally incompetent under Chapter 6 (commencing with Section 1367) of Title 10 of Part 2 of the Penal Code.
- (4) Any person who has been found not guilty by reason of insanity of any felony.
- (5) Any person who has been determined to be a mentally disordered sex offender pursuant to Article 1 (commencing with Section 6300) of Chapter 2 of Part 2 of

Division 6 of the Welfare and Institutions Code.

- (6) Any person adjudged addicted or in danger of becoming addicted to narcotics, convicted, and committed to a state institution as provided in Section 3051 of the Welfare and Institutions Code.
- (b) Any person who has been convicted of a felony, other than a felony punishable by death, in this state or any other state, or who has been convicted of any offense in any other state which would have been a felony, other than a felony punishable by death, if committed in this state, and who demonstrates the ability to assist persons in programs of rehabilitation may hold office and be employed as a parole officer of the Department of Corrections or the Department of the Youth Authority, or as a probation officer in a county probation department if he or she has been granted a full and unconditional pardon for the felony or offense of which he or she was convicted. Notwithstanding any other provision of law, the Department of Corrections or the Department of the Youth Authority may refuse to employ any such person as a parole officer regardless of his qualifications.
- (c) Nothing in this section shall be construed to limit or curtail the power or authority of any board of police commissioners, chief of police, sheriff, mayor, or other appointing authority to appoint, employ, or deputize any person as a peace officer in the time of disaster caused by

1011. Certificates and Awards.

- (a) Certificates and awards are presented by the Commission in recognition of achievement of education, training, and experience for the purpose of raising the level of competence of law enforcement officers and to foster cooperation among the Commission, agencies, groups, organizations, jurisdictions and individuals.

- (b) Professional certificates shall remain the property of the Commission. Certificates may be denied or cancelled when:

- (1) A peace officer is adjudged guilty of a felony; or
- (2) The person is adjudged guilty of felony which has been reduced to a misdemeanor pursuant to Penal Code Section 17, subsections (b) (1) or (3) and constitutes either unlawful sexual behavior, assault under color of authority, dishonesty associated with official duties, theft, or narcotic offense, or

- (3) The person has been disqualified under Government Code Section 1029 (a).

- (4) If the certificate was obtained through misrepresentation, or fraud; or

- (5) The certificate was issued due to administrative error.

- (c) Whenever a peace officer, or a former peace officer, is adjudged guilty of a felony, the employing department in the case of a peace officer, or the department participating in the POST Program that is responsible for the investigation of the felony charge against former peace officer, shall notify the Commission within 30 days following the final adjudicative disposition. The notification shall include the person's name, charge, date of adjudication, case number and court, and the law enforcement jurisdiction responsible for the investigation of the charge.

- (d) Requirements for the denial or cancellation of professional certificates are as prescribed in PAM Section F-2.

- (e) Regular Certificates and Specialized Law Enforcement Certificates, i.e., Basic, Intermediate, Advanced, Supervisory, Management and Executive Certificates are provided for the purpose of

fostering professionalization, education and experience necessary to adequately accomplish the general or specialized police service duties performed by regular or specialized peace officers. Requirements for the Certificates are as prescribed in PAM Section F-1.

PAM Section F-1-5-a adopted effective October 23, 1988 is herein incorporated by reference.

PAM Section F-1 adopted effective October 23, 1988 and amended January 17, 1990 is herein incorporated by reference.

## POST ADMINISTRATIVE MANUAL

### COMMISSION PROCEDURE F-2

#### ISSUANCE, DENIAL OR CANCELLATION OF PROFESSIONAL CERTIFICATES

##### Purpose

2-1. **Issuance, Denial or Cancellation of Professional Certificates:** This Commission procedure provides for the issuance, denial or cancellation of POST Professional Certificates as described in Section 1011(b) of the Regulations.

2-2. **Issuance of Certificates:** A Professional Certificate shall be issued following receipt of a Certificate Application, Form 2-116, (Rev. 8/88) that provides all of the required information listed on the form (i.e., information that: will be used to identify the applicant, lists present and previous law enforcement experience, and training and educational achievements). Verifying documents shall be attached to the application to substantiate satisfaction of the prerequisites for the award of the certificate. The time period for the processing and issuance of the Basic Certificate shall be: a median of 24 days, a minimum of 15 days, and a maximum of 35 days from the date of receipt of a complete and accepted application; or the applicant shall be notified within the same time period that the application is not acceptable and what specific pre-requisite is required. The processing of Basic Certificate applications shall be given precedence over the processing of applications for all other certificates. The determination of time periods established in this section are calendar days based on the date of initial receipt of an application or the last resubmission

date thereafter.

2-3. **Appeal When Maximum Time Period is Exceeded:** When an application for a basic certificate has not been acted upon by issuance, return for additional information or denial within the time periods established above, the applicant can appeal directly to the Executive Director. The Executive Director shall determine whether the maximum time period was exceeded, and when confirmed, order the prompt issuance of the certificate if the established maximum time period was exceeded without good cause providing the applicant is qualified for the issuance of a basic certificate.

##### Denial or Cancellation

2-4. **Right to Deny or Cancel:** Professional Certificates remain the property of the Commission, and the Commission has the right to deny issuance of a certificate when the person does not satisfy a prerequisite for issuance of a certificate, or cancel any certificate when:

- a. The person is adjudged guilty of a felony; or
- b. The person is adjudged guilty of felony which has been reduced to a misdemeanor pursuant to Penal Code Section 17, subsections (b) (1) or (3) and constitutes either unlawful sexual behavior, assault under color of authority, dishonesty

associated with official duties, theft, or narcotic offense, or

- c. The person has been disqualified under Government Code Section 1029 (a).
- d. The certificate was issued by administrative error; or
- e. The certificate was obtained or the application was submitted involving misrepresentation or fraud.

#### 2-5. Notification by Department

Head: When a department head obtains information that a certificate should be denied or cancelled because of any of the conditions listed in paragraph 2-4 above, the department head shall immediately notify the Commission.

#### Investigation

#### 2-6. Initiation of Investigation:

When the Commission is notified that a professional certificate has been issued involving conditions listed under paragraph 2-4, subsections a, b, or c, the Executive Director shall investigate the allegation. The department head and the concerned individual shall be notified in writing of the initiation of the investigation.

#### Notice of Denial or Cancellation

#### 2-7. Notification of Denial or

Cancellation: If the facts developed by the investigation substantiate cause for denial or cancellation of the certificate, the individual concerned shall be notified.

- a. If a professional certificate has been applied for and it is

determined that one or more of the prerequisites for the issuance of the certificate has not been satisfied, the concerned individual, via the person's department, shall be notified in writing of the denial of the issuance of the certificate and given an explanation of the reason for denial.

- b. If the reason for cancellation of a certificate is that the person has been adjudged guilty of a felony or conditions described in F-2-4 (b) (c), a certified copy of the abstract of judgment shall be obtained. After ensuring that the time has ended for the criminal appellate process, the individual concerned shall be notified by certified mail that it is POST's understanding that the individual has been convicted of a felony or conditions described in F-2-4 (b) (c). The notice shall include a copy of the abstract of judgment, the demand that the individual return the certificate to POST, the statement that POST has no discretion under Penal Code Section 13510.1(f), and that cancellation upon conviction of a felony or conditions described in F-2-4 (b) (c) is mandatory. The notice shall also state that the certificate shall be deemed cancelled on the 45th day following the mailing of the notice, during which time the individual can respond in writing with documentation



showing he or she has not been convicted of a felony.

- c. If the facts determined in the investigation substantiate cause for cancellation involving a condition listed under paragraph 2-4, subsections b or c, the individual concerned shall be so notified by certified mail of the grounds for the proposed cancellation. The notice shall direct the individual to return the certificate. The individual's department head shall also be notified. The notice shall also state that the certificate shall be deemed cancelled on the 45th day following the mailing of the notice. Before the expiration of the 45th day, if the individual desires a hearing, he or she must respond in writing with documentation showing that the reason for cancellation of the certificate is unfounded.

#### Hearing

2-8. Procedures for Hearing: If the individual who has been issued a certificate which is proposed for cancellation based on paragraph 2-

4, subsections b or c, desires a hearing regarding such action, the individual must notify the Commission in writing of the desire for a hearing within 45 days of the mailing of the notice of cancellation. The individual shall provide with the request for hearing all documentation he or she believes proves that the reason for cancellation of the certificate is unfounded.

- a. All hearings shall be conducted in conformance with the Administrative Procedures Act (Government Code Section 11340 et seq). All hearings shall be conducted by a qualified hearing officer who shall prepare a proposed decision in such form that it may be adopted as the decision in the case. The Commission shall decide the case.
- b. The Commission may decide the case on the basis of the transcript of the hearing conducted by the hearing officer.
- c. That portion of a meeting of the Commission to consider and decide upon evidence introduced in a hearing conducted as provided for in paragraph 2-8, subsection a, regarding cancellation of a professional certificate may be closed to the public.

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#### Historical Note:

Procedure F-2 was adopted and incorporated by reference into Commission Regulation 1011 on October 23, 1988.

F

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Contract for Programming Services Associated with Data Base Replacement</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Information Services</b>	Reviewed By	Researched By <b>Holly Mitchum</b>
Executive Director Approval <i>William C. Boehm</i>	Date of Approval <b>4-3-91</b>	Date of Report <b>April 4, 1991</b>
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to enter into an interagency agreement with the Department of General Services for computer programming services in accordance with the Master Services Agreement (MSA) at a cost not to exceed \$ 35,000?

BACKGROUND

Last spring staff successfully negotiated with Systemhouse, Inc. for replacement of POST's current database management system software, INFO DB+. Completion of all tasks associated with converting to a new database was targeted for June 30, 1990. However, innumerable delays by state oversight agencies stalled contract approval until mid-December 1990, thereby delaying the project several months. In January 1991, work on the project finally began.

To date, the first phase of the database conversion project has been completed including preparation of a conversion plan, installation of the replacement software (INGRES), meetings with users to identify required system modifications, redesign of the database, and conversion of all data from INFO DB+ to INGRES format. Several critical tasks remain including:

1. Detailed performance testing to ensure the INGRES product meets POST specifications;
2. Establishment of programming standards (edit checks, error handling routines, etc.) to be included in the new system;
3. Applications programming and completion of detailed acceptance tests;
4. Preparation of program documentation and user aids; and
5. User training.

The aforementioned tasks comprise approximately 90% of the work associated with the entire conversion project. In March, POST lost the services of its senior, most experienced programmer, leaving only two full-time programmers in the data processing unit. Contractual obligations among POST, Systemhouse, and the vendor of the software being replaced require that the conversion project be completed no later than mid-August 1991. This goal cannot be met with the current complement of POST programmers alone.

#### ANALYSIS

Initial delays in beginning the project leave no slack for further delays or loss of current momentum. This means that additional programming assistance is critical.

POST is actively recruiting for a replacement programmer for the data processing unit. However, it is anticipated that it will be mid- to late June before a new programmer is hired and completes INGRES training. The new programmer will also need a transition period to become familiar with POST's numerous PC and minicomputer applications before being a fully functioning member of the unit. Given these limitations, the present programming staff cannot meet project deadlines without additional assistance between April and early August 1991.

Accordingly, it is proposed that POST seek temporary programming services under the state's Master Service Agreement (MSA) administered by the Department of General Services. The MSA allows agencies to quickly obtain skilled temporary help from the private sector without the delays inherent in the standard procurement process for personal services. In the event that a person with INGRES expertise cannot be secured through the MSA, it is proposed that the Commission grant authority to the Executive Director to contract with another public or private firm that can provide qualified staff for this project.

Staff estimates that up to 640 hours of programming assistance will be required to complete the project at a cost not to exceed \$35,000. Funds for the interagency agreement with the Department of General Services are available under the professional services appropriation.

#### RECOMMENDATION

Authorize the Executive Director to enter into an interagency agreement with the Department of General Services for programming services in accordance with the Master Service Agreement at a cost not to exceed \$35,000.

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Demonstration of the POST Automated Traffic Accident Analysis and Records Mgmt. System		Meeting Date April 18, 1991
Bureau Management Counseling	Reviewed By Michael C. DiMiceli	Researched By Izzy Flores
Executive Director Approval <i>Monahan C. Boehm</i>	Date of Approval 4-2-91	Date of Report December 14, 1990
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

**BACKGROUND**

In 1987, the Commission received a grant from the Office of Traffic Safety (OTS) in the amount of \$168,351.00 to develop a micro-computer based Traffic Accident Analysis and Records Management System for small and medium size law enforcement agencies.

The project was delayed several times by difficulties with the Federal budget and with procurement of the hardware and systems design services. Hardware for system development and training was purchased in May 1989. California State University, Chico Foundation was approved in March 1990 to provide systems design and development services.

System research and design was completed in August 1990, and the programming was completed in February 1991. An advisory group of traffic managers and a review group of chiefs of police assisted POST staff in the design of the system.

**DESCRIPTION OF THE PROJECT**

The Automated Traffic Accident Analysis and Records Management System (ATAARMS) is software that operates on an IBM compatible personal computer. It is intended for small and medium size local agencies to provide traffic data reporting to the Statewide Integrated Traffic Records System (SWITRS), accident analysis, and citation and/or DUI correlation.

The system allows manual data entry in a pre-determined format. The data entry screens are consistent with the following source documents:

1. Notice to Appear, CHP form 215 (a citation)
2. Traffic Collision Report, CHP form 555
3. Property Damage Only (PDO), CHP form 555-03

Stored data can be retrieved in structured summary reports and ad hoc reports produced on demand by the user. The database will provide:

1. Name Index;
2. Eight SWITRS reports;
3. Ten citation correlation reports; and,
4. Eight DUI reports, including an adjudication report.

The correlation reports link collision and citation data by time and location to support a selective traffic enforcement program.

#### PROJECT STATUS

Program testing by the police departments of Folsom, Roseville, and Coronado was completed in March 1991. The field test indicated the software performed as it was designed and without significant problems. User training sessions will be presented by POST staff in May 1991. At that time, the software and a user's manual will be available for general distribution to interested agencies.

Research to prepare the grant application was unable to identify any software in use in California that manages traffic records or provides comprehensive traffic data analysis. Continuing research throughout the term of this project confirms that the situation still exists. Local agency interest in the software appears to be growing, resulting from discussions of the project by OTS and POST staff.

This item was placed on the agenda to advise the Commission that the terms and conditions of the grant have been satisfied, and to demonstrate the software.

The final report of the project will be submitted to OTS, as required, no later than April 30, 1991.

#### RECOMMENDATION

If the Commission approves, a MOTION to approve the ATAARMS software and authorize distribution to interested agencies.

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title POST Distance Learning Program		Meeting Date April 18, 1991
Bureau Training Program Svs.	Reviewed By Ken O'Brien	Researched By John Davidson
Executive Director Approval <i>Morgan C. Beckum</i>	Date of Approval 4.3.91	Date of Report March 29, 1991
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should POST expand its distance learning program and establish a law enforcement agency downlink network in Fiscal Year 1991-92.

BACKGROUND

At its January meeting, the Commission agreed with the recommendations of the Long Range Planning Committee that staff should move ahead on ACR 58 issues as quickly as resources allowed and that priority be given to expediting full development of a proposal for distance learning programs. The purpose of this agenda item is to provide information and receive direction concerning a proposed distance learning program for Fiscal Year 1991-92, and to present options for expanding the satellite downlink network to all California law enforcement agencies.

ANALYSIS

In Fiscal Year 1990/91, POST presented four training tape broadcasts and three telecourses. While evaluation is continuing, the initial course evaluation instruments as well as written and oral feedback, have indicated that the field is pleased with this method of training delivery and requests additional programs. Accordingly, this report includes a request for authority to: (1) increase the training tape broadcasts to one each month, (2) include for the first time a monthly legal update program on recent court decisions, and (3) increase the number of telecourses from three to six. This is an ambitious program which more than doubles POST's production of 1990-91.

The report includes a proposal for the Commission to reimburse agencies for equipment costs incurred incident to their becoming a distance learning receive site. The idea is that certain types of training can be more readily provided and attended if each department has a receiving capability. This concept includes certain commitments by POST, the field and presenters. These are discussed later in the report.

POST currently directs its satellite broadcasts to a downlink network mostly at community colleges. Only a few agencies have thus far purchased their own antenna. There are major problems with this arrangement, including the necessity of expending overtime for travel as

opposed to training use. Bringing training directly to each department would also help ensure training to a wide audience for the management and executive programs envisioned for the future.

To engage in a substantial program such as that which is envisioned for the future, it would be highly desirable for each agency to have its own downlink antenna. There are several options for accomplishing this.

1. The system can grow slowly as individual agencies continue to purchase their own antennas. POST would add new agencies to the network as they purchase antennas while continuing to make videotaped recordings available free of charge to those agencies which are unable to secure a copy otherwise. The advantages of this option are that it allows for a measured break-in period with no impact on the POTF for the purchase of hardware. The disadvantage is that there may be a significant number of small agencies who are unable to afford the cost of a downlink antenna. This disadvantage is aggravated by the fact that the agencies which are least likely to be able to afford it are also those likely to benefit most from the system.
2. Directly reimburse agencies up to a specific amount for the costs associated with their being distance learning capable consistent with minimum equipment standards. A close estimate of the amount of funds required would be \$3,000 for each agency, or \$1,587,000 to equip each of the 529 agencies in the reimbursable program. The funds required to reimburse agencies for becoming capable would come from the aid to local government portion of POST's budget. New Commission regulations would be required. The advantage of this system is that it would probably provide a network on a much speedier basis than option 1 and it would also be much easier for smaller agencies to "buy in" to the program.
3. Go out to bid on a lease agreement which would require the installation and maintenance of specified satellite equipment for a specific lease period. The advantages of a leasing agreement are that it would provide a lower annual cost than the outright purchase option. The down side of leasing is its continuing cost and the fact that the equipment is never owned by either POST or the law enforcement agency. It is also a very cumbersome option administratively and is not recommended.

The development of an extensive downlink system is an important part of the proposed distance learning system. Any option which places a combined C-Ku band dish in each agency would permit that agency to purchase private network programming (including networks such as LETN) if it so chose, as well as the ability to receive any free programming broadcast by other states, federal agencies or commercial production companies.

It is anticipated that the expanded distance learning program could become operational in 1991-92, with further evolution in the next two or three years. The first step in this direction is to present programs on a monthly basis and build up our network of agencies joined to the program by their own downlink antenna. The production and presentation

of quality training programs on a regular basis will encourage agencies to accept and participate in this program.

Distance learning is only part of the future law enforcement training array, albeit an important one. Classroom, field, computer based, simulation and other training methods will continue to develop and improve as well. As with the current situation, POST would continue to look to a variety of interested and qualified trainers and presenters to instruct in and produce quality training programs.

Beyond 1991-92, use of interactive distance learning training programs has the potential to expand, encompassing groups of all specialties, from patrol and investigative operations, to executive and management personnel. In sum, POST and the field are at a point of decision as to how distance learning should be used in the future.

In order to take full immediate advantage of the benefits offered by satellite training, the Commission could reimburse agencies up to a specific amount for the costs they incur for the purchase of an antenna which meets minimum specifications. Such an investment would initiate a network for the distribution of POST training courses. Each agency having its own antenna would allow for on-site viewing and immediate taping of programs to present at convenient times. The introduction of POST certified training directly into law enforcement agencies, however, also creates an obligation on the agencies which receive this training, and requires a rescheduling of the way in which some POST staff is currently used. A review of some of the changes which are likely to occur in this regard may be helpful prior to making any decisions.

#### Anticipated Requirements on POST in an Expanded Distance Learning Program

POST services will need to include assuring that downlink sites meet learning environment guidelines, that instructional materials and workbooks are used appropriately, and testing procedures adhered to. Computer data entries will increase to accommodate more training experiences of shorter duration (one to four hours). Perhaps automated downloading can be achieved. Production of telecourse programs will increase POST's involvement in the development of course content. This includes subject matter committee coordination, course outline development, instructor selection and training, contract development, and script and workbook development and review. While POST will make considerable use of contracting and certification, particularly in utilizing current presenters in developing programs where appropriate, there will still be a significantly increased workload in this area. This can be met initially by reassigning current staff or operational priorities.

#### Anticipated Expectations on Departments

Correspondingly, expansion of the distance learning program will make some demands on participating departments. These will include: 1) willingness and commitment to install, maintain, and use the satellite receiver system; 2) designating a downlink coordinator who will be POST-trained for distance learning reception; and 3)



willingness to take on the responsibilities as a co-presenter in the sense of providing a proper classroom environment, monitor testing, and keep accurate training records, among other expectations.

#### Presenters' Expectations

Initially, POST will closely monitor and co-produce distance learning courses. POST's level of identity and assurance of consistently high quality will always be manifest. In the longer term, the Commission could expect the training delivery system to seek certification for distance learning courses.

#### Surveying the Field

In order to determine the attitude of the field to these changes, POST is developing a field questionnaire to be directed to California law enforcement administrators. (Although the questionnaire was not ready in time to be distributed with the agenda, it will be finished and distributed at or before the Commission meeting under separate cover).

The survey will provide administrators (and trainers) with an overview of the distance learning program, outline the mutual expectations and commitments such a program carries with it as set forth above. This survey should assist administrators to make a judgement as to the value of the program in terms of the commitment they are being asked to assume.

This questionnaire can be administered upon Commission approval and the results included on the Commission's July agenda. If the Commission were then to make a decision to reimburse for satellite antennas, a public hearing could be scheduled in October for the regulation changes which would be required.

#### RECOMMENDATIONS

Direct staff to take the proposal to expand the distance learning program and reimburse agencies for downlink antenna costs to the field through an agency questionnaire with a report brought back at the Commission's July meeting.

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## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Authority to Initiate Contracts for the 1991-92 Distance Learning Program		Meeting Date April 18, 1991
Bureau Training Program Svs.	Reviewed By Ken O'Brien <i>KO</i>	Researched By John Davidson
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval 4.3.91	Date of Report March 29, 1991
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission allocate \$316,000 for distance learning contracts in Fiscal Year 1991-92.

BACKGROUND

In Fiscal Year 1990/91, POST presented four training tape broadcasts and three telecourses. It is estimated that after all invoices have been received, these programs will have cost approximately \$120,000. The training tapes were produced by California Law Enforcement agencies which, as part of POST's Video Producers group, provided them at no cost.

While evaluation is continuing, the initial course evaluation instruments as well as written and oral feedback, have indicated that the field is well pleased with this method of training delivery and has requested additional programs. Accordingly, it is proposed to increase the distance learning training provided in Fiscal Year 1991-92 to one training tape broadcast **every month** and up to six telecourses throughout the year. The total estimated cost, including the increased programming would be \$316,000.

ANALYSIS

It is anticipated that POST will be producing regular weekly satellite training broadcasts by 1995. These broadcasts may include such features as case law updates, newly released videotapes, officer safety features, taped question and answer sessions or update training on specified subjects. The first step in this direction is to present programs on a monthly basis and build up a network of agencies joined to the program by their own downlink antenna. The production and presentation of valuable training programs on a regular basis is the first step in encouraging agencies to accept and participate in training which is presented by means of satellite transmission.

INITIATE A CASE LAW LEGAL UPDATE PROGRAM

A major change in the program proposed for next fiscal year is the addition of a case law update program presented monthly. Currently, there are two providers presenting videotaped legal update information on a regular basis; Golden West College and Alameda County District

Attorney. Each of these presenters have clientele in their respective areas of the state. The Golden West program is supported by subscription. The Alameda County program, however, is provided at no cost other than a blank videocassette on which the program is recorded for the requesting agency.

Significantly, most agencies in the state do not receive this important case law update information. POST proposes to address this situation by contracting with each of these providers to purchase legal update information on cases of interest on a regular basis (present a monthly program discussing at least four new cases along with supporting written information). Approached on an informal basis, both of the presenters have agreed to cooperate with POST in the development and presentation of a regular program broadcast by satellite. As an added feature, and to provide a channel for local involvement, 15 minutes of the monthly broadcast would be for answering legal questions submitted in advance by local agencies. The training tapes provided by the Producers Committee would be broadcast monthly rather than quarterly. Cost for the purchase of the legal update programming is estimated to be approximately \$52,000. An additional \$36,000 will be required to broadcast (satellite and studio time) the monthly program.

#### CONTINUE AND INCREASE THE NUMBER OF CERTIFIED TELECOURSES PRESENTED

This year POST presented three telecourses. In addition to the program changes indicated above, the proposal is to increase the number of telecourses next year from three to as many as six. POST could also develop guidelines for agencies to use videotaped recordings of these courses as certified training to those officers who were unable to participate in the live broadcast. Some of the telecourses would qualify for meeting POST Advanced Officer/Continuing Professional Training requirements.

To provide flexibility in scheduling the proposed programming, staff is requesting funding authority to contract with Alameda County District Attorney's Office, Golden West College and San Diego State University or other units of the California State University System, to provide production and uplink facilities in the following amounts:

52 Legal (case law) Update tapes purchased from current providers of these services.

Not to exceed.....\$52,000

Law enforcement training tapes produced by California Video Producers Committee members

.....No Cost to POST

Up to six two-hour telecourses on appropriate subject matter to be determined @ approx. \$35,000 each.

Not to exceed.....\$210,000

36 hours of Satellite transmission time @ \$1500 per hour  
Not to exceed.....\$54,000

TOTAL.....\$316,000

RECOMMENDATIONS

1. That the Executive Director be authorized to negotiate and sign interagency agreements with the Alameda County District Attorney's Office and Golden West College for the purchase of legal update programs in an amount not to exceed \$52,000.
2. That the Executive Director be authorized to negotiate and sign (an) interagency agreement(s) with San Diego State University, or other units of the California State University System, to produce and uplink POST training broadcasts in an amount not to exceed \$264,000

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Approve Contract Award To Develop First Aid Training Interactive Multimedia Course		Meeting Date April 18, 1991
Bureau Training Program Services	Reviewed By Ken O'Brien	Researched By Ken Whitman
Executive Director Approval <i>Norman C. Beckum</i>	Date of Approval 4-3-91	Date of Report April 3, 1991
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Approval of vendor selection and award of contract to develop a computer-based, interactive multimedia training course that addresses all aspects of initial and refresher training and testing for law enforcement first aid/cardiopulmonary resuscitation administration.

BACKGROUND

In November 1990, the Commission authorized the issuance of a Request for Proposals (RFP) to develop a computer-based, interactive multimedia training course on first aid for law enforcement. The courseware is intended to respond to training provisions mandated by Penal Code Section 13518. It requires all peace officers, other than those whose duties are primarily administrative or clerical, to meet standards prescribed by the California Emergency Medical Services (EMS) Authority for the administration of first aid and CPR. The Commission established a projected budget of \$350,000 for the first aid portion of this project; however, the RFP was for both first aid and CPR.

A Request for Proposals (RFP) was developed and issued on January 11, 1991. The process of vendor selection was initiated by mailings of the RFP to more than 95 firms or individuals. At the time this report was written evaluation of the top four proposals submitted by vendors was in the final vendor interview phase. Evaluation of proposals and review of cost estimates will be completed prior to the Commission meeting. The Commission will receive a report and recommendation for award of bid at the meeting and will be in a position to award the bid.

ANALYSIS

The RFP proposes a computer-based, interactive multimedia course of training to ensure competency in administering first aid and cardiopulmonary resuscitation. The course would address the initial and refresher training standards prescribed by the California Emergency Medical Services Authority and test for

competency, without the presence of an instructor, in all areas of first aid and CPR training covered under Basic Course Knowledge Domain #44 (First Aid/CPR).

The course would be presented to trainees by printed study booklets and microcomputer equipment similar to that used for other POST interactive courses. It could be used by individual trainees, small groups of trainees, and instructors in large classroom settings. The interactive course would provide decision-making exercises and ample opportunities to make judgments in realistic law enforcement situations requiring the use of appropriate first aid/CPR techniques.

To accomplish development of the interactive multimedia course, the vendor will: (1) design the instructional system including pre- and post-testing; (2) use suitable video, graphics, animation and sound; (3) develop software to run the course; (4) develop study booklets for trainees; devise a method for determining and recording student achievement, test results, and training management information; and (5) present to POST complete workable courseware for interactive multimedia training and testing in law enforcement first aid for both new recruits and in-service officers.

#### Cost information

The RFP to develop the interactive Law Enforcement First Aid Training course proposed that primary responsibility for development and development costs, including video production, be assumed by the vendor. POST's role would be limited to providing some staff and subject matter expertise. The vendor would receive progress payments for each deliverable, with final payment upon successful development and delivery of the complete product. POST would receive masters and program codes for making copies, and design plans for implementing the interactive training program. The proposed cost to POST for developing the training course was the single financial figure used as a factor in evaluating the proposals.

#### Bid Evaluation Process

A total of eleven (11) proposals were received in response to the RFP. The proposals were evaluated by a committee representing California law enforcement agencies and training institutions using a formula that weighted key factors such as the instructional design, technical approach, available experience and expertise, and ability to deliver all products on schedule. All valid competitors were ranked by this formula and the four highest-ranking competitors further evaluated on the basis of oral presentations. The cost for development will then be entered for final adjustment of rankings, which results in the

recommendation of the highest scoring vendor to develop the interactive multimedia Law Enforcement First Aid/CPR Training course.

#### Contract Terms and Review Process

The RFP provides for a year and a half course development period from the commencement of the contract. Specifically, the contract period would commence following POST award of the contract in April 1991.

There would be review by POST and subject matter experts at specific stages in the work to ensure conformity with terms of the contract. Before completion of the contract period, the developed and approved Law Enforcement First Aid Training course would be validated with a control group to verify its training effectiveness.

Should the Commission approve award of the contract, the time schedule calls for quick completion of contract processes. With the expected start up in June 1991 and time for the total contract period, the terms of the contract could be met and the product delivered no later than January 1, 1993.

#### RECOMMENDATION

The review of the final proposals is in the final stages, and upon completion of the final evaluation phase, staff will present a report of recommendation awarding the contract to the winning vendor at the Commission meeting on April 18, 1991.

5

COMMISSION AGENDA ITEM REPORT			
Agenda Item Title		Meeting Date	
ACR 58 Implementation Plan		April 18, 1991	
Bureau	Reviewed By	Researched By	
Training Program	Ken O'Brien <i>K/O</i>	Ken Whitman	
Executive Director Approval	Date of Approval	Date of Report	
<i>Morgan C. Boehm</i>	4-2-91	March 29, 1991	
Purpose:			
<input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No	
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><u>ISSUE:</u></p> <p>Should the Commission authorize the Executive Director to proceed with the implementation of recommendations pursuant to the ACR 58 Study and AB 492 legislative authority?</p> <p><u>BACKGROUND:</u></p> <p>The Assembly Concurrent Resolution 58, and companion Assembly Bill 492 authored by Assemblyman Robert Campbell have been reviewed by the Commission during earlier meetings. Several recommendations contained in both pieces of legislation have dealt with the development and implementation of demonstration projects and pilot programs utilizing available resources and funds already appropriated or available for appropriation within the POTF.</p> <p>An ACR 58 Implementation Plan was presented to the Long Range Planning Committee for their consideration on March 19, 1991. The proposed approaches to implementing many of the recommendations in both ACR 58 and AB 492 and are set forth in the following analysis. Where appropriate, POST staff has also provided the Commission with timelines and cost estimates for these programs and projects.</p> <p>Over the next few months POST staff will be working to implement the recommendations outlined in the ACR 58 study. This will include AB 492, the follow up legislation which is currently working its way through legislative committees, the development of specific pilot and demonstration programs and projects, and the start of the overall facilities needs assessment and advanced technology funding study.</p> <p>Implementation plans fall into the following areas:</p> <ul style="list-style-type: none"> <li>o Legislative authority from AB 492;</li> <li>o Learning technology laboratory;</li> <li>o Advanced technology training applications;</li> <li>o Training facilities study;</li> <li>o Instructor development courses;</li> </ul>			



These areas will be fully developed and brought forward with specific recommendations (some are already in process) over a period of time as our implementation and planning process develops. The ACR 58 program will be developed and implemented in a systematic, step-by-step manner in the coming months.

#### ANALYSIS:

Assuming passage of AB 492, legislative authority to proceed with several key recommendations outlined in the bill will become law. Authorizations in this legislation plus current Commission authority, will allow POST to move forward accordingly.

#### Establishing the POST Learning Technology Laboratory (LTL)

AB 492 includes authority to establish a small team with expertise in instructional design, instructional technology, and instructional systems analysis. Job descriptions have been prepared and Budget Change Proposals have been submitted to the Department of Finance. Upon AB 492's passage, recruitment will progress in earnest to fill these approved positions. The bill provides funding for the positions and all necessary state-of-the-art equipment for the personnel to develop computer programs in-house. A copy of the Budget Change Proposal outlining the LTL implementation plan is included for information in this agenda item. The bill includes \$527,000 of money from unappropriated reserves to establish the LTL.

#### Expanding Distance Learning

POST has been active in this area since 1988. A specific proposal for future directions is a separate item on this agenda.

#### Interactive Video Disc (IVD) Courseware Development

The P.C. 832 Introduction to Law Enforcement IVD program has been utilized and targeted for a specific segments of law enforcement training. Recently, the P.C. 832 course curriculum for the Basic Academy was reviewed and revised by subject matter experts. The P.C. 832 workbooks connected with the IVD courseware also need to be revised to correspond with the changes made during the curriculum revision.

This P.C. 832 IVD courseware could be modularized and expanded for use within specific instructional areas in the basic, extended format and reserve academy programs. (Currently, the P.C. 832 IVD programs have very limited usage in basic academy programs.) Costs associated with revising and upgrading the P.C. 832 IVD courseware are estimated at \$75,000 for new video footage for the master tape, pressing new optical laser discs, and up-dating course workbooks for use by presenters and departments. The course workbooks are a valuable learning instrument by themselves, but must be revised to provide current up-to-date information for the trainees.

The driver training IVD project is on schedule, and final review of the workbooks, scenarios and test item writing will be completed in May. Video production will commence in June, with completion of the project scheduled for January, 1992. Cost: approximately \$388,000.

A separate agenda item for approval of a contract for the Law Enforcement First Aid/CPR IVD is included on this agenda. If the contract is approved, work will commence on the project in June, with the final completion date scheduled for January, 1993. Budget estimate: \$350,000.

Additional topics for IVD projects in the future might include:

- o Basic course practical scenarios
- o Hazardous materials investigation
- o Narcotics identification/investigation
- o Cultural awareness
- o Domestic violence
- o Interpersonal communications skills
- o Child & elder abuse investigation skills
- o Hate Crimes

Currently, development of IVD courseware is fairly expensive. Industry standards project costs of \$100,000 per disc side. Each disc side currently holds 30 minutes of real time video. Utilizing computer-generated graphics in conjunction with the optical disc, areas that may need to be up-dated frequently may be done so at a very reasonable cost. With the addition of the LTL personnel, costs associated with the development of this type of courseware may be reduced. With the full emergence of digital video interactive (DVI) technology within the next year, significant cost reductions may be realized for courseware development. Staff has included plans to take full advantage of DVI technology when it is finally operational.

Eventually, it would be desirable for POST's larger training system participants to have the skill to prepare IVD courseware. POST staff is preparing minimum hardware specifications so departments can purchase equipment with full assurance it will run both IVD and computer-based (CBT) courseware provided by POST.

#### Computer Based Training (CBT) Program Development

POST staff is currently working on identifying an appropriate subject area to be converted into CBT presentational format. Staff has acquired loan copies of two very high-powered and highly effective authoring systems for evaluation.

SAGE and TenCORE authoring systems will be utilized to develop a demonstration project for Commission review within six months.

Both of these powerful CBT software authoring systems are priced under \$20,000 (TenCORE at \$4500 and SAGE at \$18,000) and require about \$500 in modifications to a basic microcompressor system to develop software programs. Funding to purchase authoring systems is included in the BCP documents for the LTL.

There is a potential to realize a great degree of success in developing specific CBT programs in house. Staff expertise will allow POST to start with a demonstration project now, and when the LTL personnel are recruited and on board, additional projects can be identified for CBT presentation development, particularly within the Basic Academy course. Cost of CBT programs will vary depending upon the degree of enhancements, i.e. graphics, animation, video, and audio, that are utilized to complement regular text.

#### Advanced Technology Classroom (ATC/IMC)

The Interactive Multimedia Classroom concept is available from at least three vendors. It allows for technology to assist instructors by way of presentational media management and the use of a student response system. Development of the IMC concept could begin by September, 1991. Several training presenters have expressed a desire to help in the development and evaluation of such a classroom. Currently, the hardware configurations cost about \$125,000 to permanently install them into a classroom. The new prototype IMC (transportable and movable from classroom to classroom) should be available in September, at an estimated cost of about \$70,000. IBM has suggested a joint project that would provide them evaluation of their new prototype in law enforcement training. POST staff is studying the proposal.

Student response systems currently are available for under \$200 for each position. They are an integral part of the instantaneous feedback on how the learning process is progressing. Utilizing a microcompressor with student response modules could be instituted without the full IMC process for approximately \$20,000 per classroom. The cost of \$20,000 would include all hardware and some specific software to manage program and student response units for 40 students. Each particular course would require some specific software development costs to deliver the course and to track the student responses. The LTL will be utilized to develop many of the software programs needed to effectively deliver programs in the ATC/IMC.

#### Simulators/Simulations

POST has had a continuing active interest in shooting judgement and driver training simulators. The LASD and POST have been working on a shooting simulator system for several years and work should be completed on the additional scenarios later this year. Additional decision-making scenarios may need to be developed over the next few years to allow for additional access to training simulations in the use of deadly

force; possibly allowing for decisions to be made other than just the standard shoot-no shoot decision.

Two full function driver training simulators are currently undergoing development by other organizations:

1. Evans and Sutherland currently has a motion simulator under private development, and a prototype may be available for testing within two years. POST staff has seen their simulator concept, and their marketing cost projections look very favorable.
2. A driver training simulator is also being developed by the University of Iowa. Their prototype will include six degrees of motion, and prototype development is expected to take two years to fully complete, and many millions of dollars to develop properly. It is uncertain at this time if and when this project will be completed.

These types of driver training simulators could be included in the skill development facilities that will be studied over the next two years. The role of these simulators may be clearly defined as to their need and affordability at the conclusion of the study.

Staff has been working to identify appropriate simulation projects. It is completely feasible to identify areas such as high-risk tactical situation simulations, utilize hardware and software to develop a realistic scenario, and allow supervisors and/or managers to work against the computer to bring the scenario to a successful conclusion. Potential projects could involve management of critical situations such as terrorism, civil disturbances, hostage incidents, major disasters involving fires, earthquakes and plane crashes, drug enforcement, arrest procedures, and emergency vehicle operations (including pursuits) issues. Some types of simulation projects are currently very expensive to develop, due to the high cost of custom software development to run the highly interactive courseware projects. Other simulation approaches are less costly, depending on their nature and complexity.

Along with simulation projects, staff will explore the use of expert systems for training projects. Expert systems use rule-based procedures to reach solutions founded on subject matter input. These are suggested to begin as time and experience of CBT and IVD permit.

#### Master Instructor Program

Staff is currently assigned for initial design and pilot testing of a course this calendar year. This course will provide crucial training that will allow law enforcement training instructors to become managers of the learning process, and to integrate the use of advanced technology applications such as IVD and CBT into their presentations for standardization and high-quality presentation of their material. This program will significantly strengthen instructor ability to teach law enforcement personnel more effectively.

### Skill Facility & Advanced Technology Study

Work on this two year study of skill development facilities, the use of advanced technology and funding resources is scheduled to commence upon passage of AB 492. This study must be completed and returned to the Legislature by the end of calendar year 1993. The study will involve experts from throughout the state in designing the component skill facility design, identifying locations and numbers of facilities needed state-wide, and identifying the various advanced technology applications that should be utilized on a large scale in the law enforcement training community. Funding resources will be identified and recommendations returned to the Commission for inclusion in the final report to the Legislature.

### RECOMMENDATION:

Authorize the Executive Director to continue to develop and implement the specific recommendations outlined in both the ACR 58 Study and AB 492 utilizing existing staff and resources available for this purpose.

**BUDGET CHANGE PROPOSAL  
FOR  
FISCAL YEAR 1991-92**

ORGANIZATION CODE:

8120

DEPARTMENT:

Commission on Peace Officer Standards and Training

PROGRAM:

20 - Training

ELEMENT:

COMPONENT:

TITLE OF PROPOSED CHANGE: (Limited to a Maximum of 100 Characters)

Learning Technology Laboratory

**SUMMARY OF PROPOSED CHANGES:**

Provide for the establishment of the legislatively-mandated POST Learning Technology Laboratory to provide personnel with expertise in the development and implementation of advanced technology delivery applications in law enforcement training as detailed in Assembly Bill 492.

7 NATURE OF PROPOSAL (See reverse; indicate appropriate number.)

**FISCAL IMPACT:**

	Appropriation No.			Dollars (in Thousands)		
	(Org)	(Ref)	(Fund)	Past Year	Current Year	Budget Year
<b>Existing Program:</b>	8120	001	268	\$ 7622	\$ 7853	\$ 8500
	8120	011	268	\$ 1977	\$ 2795	\$ 2995
	8120	101	268	\$ 32000	\$ 37700	\$ 38500
				\$	\$	\$
<b>Reimbursements</b>			995	\$	\$	\$
<b>TOTAL</b>				\$ 41599	\$ 48348	\$ 49995
<b>Personnel Years:</b>				92.6	92.6	101.0
<b>Proposed Changes:</b>	8120	001	268		\$ 79	\$ 527
					\$	\$
					\$	\$
					\$	\$
<b>Reimbursements</b>			995		\$	\$
<b>TOTAL</b>					\$ 79	\$ 527
<b>Positions:</b>					3.0	5.0
<b>Personnel Years:</b>					.5	5.0

**BUDGET IMPACT:**

☐ One-Time Cost

☐ Future Savings

☐ Revenue

PREPARED BY:

Kenneth L. Whitman

Date:

2-26-91

REVIEWED BY:

Date:

DEPARTMENT DIRECTOR:

*Marion C. Becker*

Date:

2-26-91

AGENCY SECRETARY:

Date:

DOF ANALYST USE:

Additional Review

Action

OIT

FSCU

FPA

CALSTARS

☐ Approved

Entered in System on

☐ Disapproved

☐ Add

☐ Non Add

BCP Number: \_\_\_\_\_  
Date: \_\_\_\_\_

BUDGET CHANGE PROPOSAL  
FISCAL DETAIL  
FISCAL YEAR 1991-92  
(Dollars in Thousands)

Short Title of Proposed Changes: Learning Technology Laboratory

	Personnel Years		Current Year	Budget Year
	CY	BY		
TOTAL SALARIES AND WAGE a/	3.0	5.0	\$ 174	\$ 299
Partial Year Adjustments (d)	- 2.5		- 145	
Salary Savings	-	-	- 1	
NET TOTAL SALARIES AND WAGES	5		\$ 28	\$ 299
Staff Benefits b/ (32%)	XXXXXX	XXXXXX	9	96
TOTAL PERSONAL SERVICES	5	5.0	\$ 37	\$ 395
OPERATING EXPENSES AND EQUIPMENT				
General Expense			3	10
Printing				5
Communications				5
Postage			3	5
Insurance				5
Travel--In-State				
Travel--Out-of-State			3	16
Training				8
Facilities Operations				
Utilities			3	13
Cons. & Prof. Svcs: Interdept'l				
Collective Bargaining			( )	
Cons. & Prof. Svcs: External				
Consolidated Data Centers				
Health and Welfare Data Center			( )	( )
Stephen P. Teale Data Center			( )	( )
Data Processing				
Central Administrative Services:				
Prorata			( )	( )
SUCAP			( )	( )
Equipment			30	70
Other Items of Expense (Specify Below)				
Debt Service				
			\$	\$
TOTAL OPERATING EXPENSES AND EQUIPMENT			\$ 42	\$ 132
SPECIAL ITEMS OF EXPENSE c/			\$	\$
			\$	\$
TOTAL EXPENDITURES			\$ 79	\$ 527
State Operations			\$ ( 79 )	\$ ( 527 )
Local Assistance			\$ ( )	\$ ( )
Source of Funds				
General Fund			\$	\$
Special Funds			\$ 79	\$ 527
Federal Funds			\$	\$
Other Funds			\$	\$
Reimbursements			\$	\$

a/ Itemize detail on reverse side by classification as in Salaries and Wages Supplement.

b/ Provide detail on reverse.

c/ Special items of expense must be title. Only names included in the standardized list of Special Items of expense Objects portion of the Uniform Codes Manual may be used.

d/ 10 month adjustment in C.Y.

CH:BCPCHART.bj/1

## BUDGET CHANGE PROPOSAL

### DETAIL OF PROPOSED CHANGES

#### TITLE OF PROPOSED CHANGE:

Learning Technology Laboratory.

#### SUMMARY OF PROPOSED CHANGES:

Provide for the establishment of the legislatively-mandated POST Learning Technology Laboratory to provide personnel with expertise in the development and implementation of advanced technology delivery applications in law enforcement training as outlined in the ACR 58 Study Committee report and Assembly Bill 492 establishing Penal Code 13508.

#### A. PROBLEM:

In January, 1991, a report was completed for the California Legislature outlining the need for using advanced technology to deliver law enforcement training, and the need for additional skill development facilities to enhance and improve California peace officer training. The ACR 58 Study Committee recommended that POST undertake pilot projects and demonstration programs dealing with distance learning, computer-based and interactive videodisc programs, simulation/simulator projects, expert systems and the development and testing of a prototype advanced technology classroom. This is a significant change in the way POST has been operating in the past, and the ACR 58 report and AB 492 will have a major impact on POST in the next ten years.

The ACR 58 Study Committee also recommended that POST establish a Learning Technology Laboratory. This recommendation is also contained in AB 492, being authored and introduced by Assemblyman Robert Campbell. This bill will appropriate and allocate specific funds necessary to establish the POST Learning Technology Laboratory. To help facilitate the ACR 58 Study Committee recommendations, it is crucial that POST have specialized personnel available to assist in the process of implementing many of the ACR 58 recommendations for pilot projects and demonstration programs. POST does not currently have the personnel resources or funds available to implement the plans and recommendations outlined in ACR 58 and AB 492.

Implementation of higher learning effectiveness will require expertise at POST to serve as a resource for departments and training presenters. Technology needs to be adapted and instructors need to be developed. A resource or resident expertise is needed to provide the technical and practical know-how associated with constantly improving training effectiveness and developing the various advanced technology programs we need.



POST currently has very limited expertise in these areas, and with many of the ACR 58 recommendations requiring high levels of expertise in instructional and systems design, the small permanent staff requested for POST is essential to carry out the recommendations.

B. REASONS WHY PROBLEM NOT BEING MET AT CURRENT LEVEL:

POST does not have the expertise or personnel resources available in currently authorized budget positions to provide for the development and implementation of the large variety of projects and programs planned in conjunction with the ACR 58 Study

POST needs to serve as a "clearinghouse" for the development and evaluation of hardware and software needed to support advanced technology usage in law enforcement training.

POST needs to be able to provide design support for an advanced technology classroom and advanced technology studio, and develop design standards and guidelines on future classrooms needed for law enforcement training. There also needs to be personnel resources for instructional and systems design experts to research, develop, and implement necessary software programs for both computer-based training and interactive video disc courseware programs.

Many of the recommended programs and projects are highly specialized in nature and POST currently does not have the necessary experts available in-house to effectively be able to move forward with the recommendations made to the Legislature by the ACR 58 Study Committee.

POST also needs to be responsible for the continued development of satellite teleconference programs, the delivery of additional distance learning programs, and the coordination of various agency video production projects on a statewide basis. There is also a need for "up-skill" training of POST employees involved in the advanced technology delivery of training material, as well as the contact group for liaison with the law enforcement community. Many law enforcement chief executives have approached POST and requested help with a variety of needs in computer-based training and law enforcement programs, and POST has not had the degree of expertise available to fully meet these important needs.

With the many changes, projects, and increased training needs facing POST in the next ten years, the personnel resources at POST will not be sufficient to meet the increased demands that are being placed on it. This represents a significant technical as well as logistical challenge. The significant additional workload that will be associated with these new projects and programs cannot be absorbed by existing staff.

### C. PROGRAM OBJECTIVES:

POST is seeking to develop a new core program and the addition of a small, highly specialized and trained group of people to staff a Learning Technology Laboratory (LTL). This LTL would address the many recommendations outlined in the ACR 58 report and in new Penal Code section 13508.

The LTL would seek to create, produce, and deliver training applications and programs that inform, train, and motivate trainees using advanced technology delivery applications. In order to provide many of these programs, it is essential to our success that the LTL be provided with staff and resources to properly develop and implement instructional design theories, multimedia design applications, graphics production, and computer-based programming and authoring. Additionally, the LTL will be needed to develop, design, and produce components such as job aides, workbooks, study guides, and instruction support materials for classroom instruction.

The LTL will be working to develop courses using design formats including computer-based programs, videodisc courseware, film, CD-I (compact disc-interactive), DVI (digital video interactive), and videotape. This core program will also need to develop instructional systems design; state-of-the-art multimedia design; program courseware using high sophisticated authoring systems; graphics production with multiple paint packages; photo digitizing and manipulation; animation design and production; and computer-based publishing.

The concept of this new core program LTL is to provide POST with the necessary personnel resources and expertise, to effectively address the recommendations outlined in the ACR 58 report and subsequent legislation in AB 492.

### D. ANALYSIS OF ALTERNATIVE MEANS OF SOLVING PROBLEM:

POST needs to acquire the expertise required to develop the types of demonstration projects and pilot programs suggested for law enforcement training in the next decade. However, the development of many of the recommendations is a step that is widely recognized and strongly supported by law enforcement administrators and training presenters as being long overdue, and urgently needed.

Given that the legislation proposed in AB 492 will be passed as planned, and thus by law, POST must develop the LTL and work on the other recommendations, the alternatives for implementing the LTL are three: (1) Obtain outside contractual help for developing and implementing many of the desired demonstration projects or pilot programs, (2) redirect existing POST resources

(staff), and (3) hire the additional permanent staff to develop, maintain, and administer many of the recommendations for the delivery of advanced technology systems and programs.

Estimates of the staff that would be required under alternative 3 are shown in the attached chart. As indicated in the chart, a total of 5 additional positions would be needed. They are:

- o One (1) Research Specialist IV
- o Two (2) Research Specialist III
- o One (1) Research Specialist II
- o One (1) Office Technician (Typing)

It is envisioned that the following job requirements will be met for each job classification:

- o Research Specialist IV (Senior Instructional Designer)  
PhD in Instructional Systems Design or Curriculum and Instruction with a Speciality in Design for Adult Training
- o Research Specialist III (Senior Systems Analyst)  
MA in Computer Science or Related Technical Discipline
- o Research Specialist III (Instructional Designer/Measurements & Evaluation Specialist)  
EdD or PhD in Curriculum and Instruction with a minor in measurement and evaluation
- o Research Specialist II (Software Engineer/Programmer)  
BS degree in computer science or related technical discipline.

By acquiring these new resources and personnel POST would be able to start work on the massive long-term program outlined in ACR 58 and AB 492. Thus, the alternative of having existing staff resources perform the additional workload necessary for implementation of the ACR 58 program (Alternative 2) is not a viable alternative.

While contracting for all of the required work associated with the recommendations outlined in the ACR 58 and AB 492 would be feasible, it would not be the optimal solution for several reasons. First and foremost, contracting for the kinds of products and services that would be performed by the instructional design, systems design, and sophisticated technical programmers required for this project would be significantly more costly to POST.

For example, a billing rate for the contract services of an individual with the qualifications of a Research Specialist IV would be \$100 per hour. Assuming 1,779 hours in a work year, at this billing rate the yearly costs for the contract services of such an individual would be \$177,900. By comparison, the yearly costs for a Research Specialist IV, including fringe benefits, are approximately \$102,944, saving POST approximately \$74,956 for this one position alone.

Comparable costs savings would be realized in each of the other suggested personnel positions, as opposed to contracting for the services of such individuals.

In addition to the more costly nature of Alternative 1, this alternative is less than optimal because the work that must be performed to implement the recommended projects and programs will be on-going in nature, as opposed to "one time," and because the work must be integrated with work currently being performed by POST staff with respect to the existing projects already under development or completed. Both of these factors argue for employment of additional staff as the optimal means to solve the problem from a program management standpoint.

#### E. RECOMMENDATION:

Alternative 3 is the recommended solution, as it will address the problem in a manner that is both less costly and more effective than to contract outside for all required services and products (Alternative 1) and in a more realistic manner (unlike Alternative 2). Also, purely from a cost savings standpoint, Alternative 3 is a superior solution to Alternative 1.

#### F. IMPLEMENTATION (TIMETABLE):

Pursuant to budgetary authority establish the required additional staff positions as follows:

During the 1990/91 budget year, recruit and hire 1 Research Specialist IV, 1 Research Specialist III, and 1 Office Technician and provide equipment resources for development of specialized programs.

During the 1991/92 budget year, recruit and hire 1 Research Specialist III and 1 Research Specialist II, and fill the positions as soon as possible thereafter.

BUDGET CHANGE PROPOSAL  
SPECIALIZED COMPUTER EQUIPMENT  
POST LEARNING TECHNOLOGY LABORATORY

<u>ITEM</u>	<u>COST</u>
1. IBM MODEL 8580-A31 Authoring System	18,660.00
2. IBM MODEL 8565-121 Multimedia System	11,548.00
3. IBM MODEL 8573-161 PC 486-33 Mhz System (160 MB HD & 8 MB RAM)	15,990.00
4. IBM MODEL 8573-401 PC 486-33 Mhz System (400 MB HD & 8 MB RAM)	18,890.00
5. IBM MODEL 8560-A31 PC 386-25 Mhz System (Two complete workstation systems)	11,000.00
6. IBM MODEL 8560-A31 INFOWINDOW System w/Pioneer LDV-V8000 videodisc & DVI chips	10,000.00
7. Specialized Software/Multimedia systems; peripheral support equipment; computer discs and optical disc duplication.	13,912.00
TOTAL	100,000.00

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date
Contract for ACR 58 Video Tape		April 18, 1991
Bureau	Reviewed By	Researched By
Executive Office		Darrell Stewart
Executive Director Approval	Date of Approval	Date of Report
<i>[Signature]</i>		March 26, 1991
Purpose:		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input type="checkbox"/> Yes (See Analysis for details)
<input type="checkbox"/> Status Report		<input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission approve a \$14,000 contract with the City of San Diego, Police Department Video Unit, for the production of the ACR 58 Report video tape?

BACKGROUND

A contract was entered into with the City of San Diego on June 29, 1990, in an amount not to exceed \$9,999.00, for the Police Department Video Unit to develop a 9-to 10-minute video tape on the ACR 58 Study (See Attachment A). The Executive Director has the Commission's delegated authority for signing contracts under \$10,000. The intent of the contract was to produce a video version of the ACR 58 Study Committee's report. The video was envisioned as an effective graphic presentation to describe the study process, showcase the advanced training technology, and report the findings of the study. The Legislature, trainers and law enforcement officials were the intended audiences.

The San Diego Police Department started preliminary filming for the production at the ACR 58 Symposium in San Diego in July 1990. Preliminary drafts of the script were started in November while the Committee's report was in a semi-final form. The ACR 58 report was finalized by the Committee on December 11, 1990 in Monterey. Final scripting for the video began on December 13th and continued through the next week. Final scripting based upon the completed report resulted in need for a video with a running time of 20-minutes. The ACR 58 Study (and tape) was due to be delivered to the Legislature by January 15, 1991.

ANALYSIS

Normal costs for video productions are about \$1000 per minute of finished product. The San Diego Police Video Unit had agreed in the June 1990 contract to do a finished master tape of under 10-minutes for under \$10,000.

When notified that the script desired would result in a 20-minute video tape, consideration was given to editing the script to reduce the time, but that would have detracted from the message needed to be delivered.

The San Diego Police Department agreed to complete the tape on time and with the script desired by staff. However, the cost of making the 20-minute tape was considerably more than allowed in the initial contract.

POST and San Diego Police Department staff have negotiated revision of the contract amount to more realistically approach the actual cost of making the video. Consensus is that a total of \$14,000 would be equitable.

It is proposed that the Commission approve a contract with the City of San Diego for a total amount of \$14,000 for production of the 20-minute ACR 58 Report video tape.

#### RECOMMENDATION

If the Commission concurs, authorize the Executive Director to sign a contract with the City of San Diego in the amount of \$14,000 for the ACR 58 video tape.

## COMMISSION OF PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title  <b>Contract for ACR 58 Video Tape</b>		Meeting Date  <b>April 18, 1991</b>
Bureau  <b>Executive Office</b>	Reviewed By  	Researched By  <b>Darrell Stewart</b>
Executive Director Approval  <i>[Signature]</i>	Date of Approval  	Date of Report  <b>March 26, 1991</b>
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
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#### RECOMMENDATION

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Contract for ACR 58 Video Tape		April 18, 1991
Bureau	Reviewed By	Researched By
Executive Office		Darrell Stewart <i>JS</i>
Executive Director Approval	Date of Approval	Date of Report
<i>[Signature]</i>		March 26, 1991
Purpose:		
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
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#### RECOMMENDATION

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## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Royalty Agreement Between POST and LASD</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Executive Office</b>	Reviewed By	Researched By <b>Darrell Stewart</b> <i>DS</i>
Executive Director Approval <i>Monahan C. Becken</i>	Date of Approval <b>3-13-91</b>	Date of Report <b>March 8, 1991</b>
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should POST establish an agreement with the Los Angeles County Sheriff's Department to share royalties for sales of training video disks partially developed at POST's expense?

BACKGROUND

POST contracted with the Los Angeles Sheriff's Department in July 1987 for the design and development of a course of police firearms training which incorporated a shoot/no shoot simulator using computer driven hardware and software with branching scene capabilities. During the subsequent years, LASD has purchased a shooting simulator, developed a course curricula, and is currently evaluating the effectiveness of the training when used in several different training settings.

ANALYSIS

The 1987 contract was for LASD to develop a police firearms training course that incorporated a shooting simulator system. The training course was to be designed to accommodate easy transferability to other agencies and training centers throughout the state, thus all areas of the state would benefit from the research, curricula design, and simulation systems.

The contract required LASD to develop video scenarios internally to assure the applicability of the simulation firearms training to California law enforcement. LASD purchased video equipment and hired production expertise under the contract to develop a series of video scenarios.

Because LASD purchased a Shoot/No Shoot Simulator System from Institute for Combat Arms & Tactics (ICAT) as the principal hardware for the course, the raw video footage must be edited, programmed, and imprinted on a video disc to operate on ICAT hardware.

Additionally, ICAT was impressed with the LASD raw footage and expressed interest in marketing the scenarios as additional discs for their system. It was suggested that a royalty agreement should be developed so that LASD and POST could recoup some of the costs involved in making the raw video scenario footage.

ICAT proposes a marketing royalty agreement where the LASD developed video scenarios would be sold to California law enforcement agencies at \$15.00 per disc, rather than the normal ICAT charge of \$2000.00 each. Additionally, all such scenario discs sold out-of-state would be sold at full price, and LASD would receive a royalty of 20%, or \$400.00. This proposal has not been finalized yet, but it is expected to be soon. LASD proposes to share one-half of the royalty with POST.

It is proposed that a formal agreement between POST and LASD be established to divide equally any royalties that LASD might receive from marketing of videos discs produced pursuant to the initial shoot/no shoot contract. If approved, the agreement would anticipate the likelihood of a marketing/royalty agreement to set the basis of understanding between POST and LASD, and provide a legal mechanism for royalties to be deposited in POST's budget.

#### RECOMMENDATION

Authorize the Executive Director to enter into a contractual arrangement with LASD to share equally in any royalties received by LASD from sales of shoot/no shoot simulator video discs produced under the original training contract.

State of California

Department of Justice

MEMORANDUM

To : POST Commissioners

Date: April 2, 1991

From : Floyd Tidwell, Chairman  
Long Range Planning Committee  
Commission on Peace Officer Standards and Training

Subject : REPORT OF THE LONG RANGE PLANNING COMMITTEE

The Committee met in San Bernardino on March 19, 1990 at 10:30 a.m. Attending were myself and Commissioners Carm Grande, Ron Lowenberg, Robert Vernon, and Robert Wasserman. Also present were Executive Director Norman Boehm, Deputy Director Glen Fine, and Bureau Chief John Berner.

Visitors present were:

- John Fleming, LA County Professional Peace Officers' Association
- Tom King, University Liaison, LAPD Academy
- Ed Hendry, Captain, Orange County Sheriff's Dept.

The Committee acted on the following matters:

A. IMPLEMENTING ACR 58 REPORT

The Committee reviewed the steps for implementing the recommendations of ACR 58 beginning with seeking passage of AB 492. It was the consensus of the Committee that the report outlined in the agenda be refined and brought to the Commission with the Committee's recommendation for approval.

B. DISTANCE LEARNING

The Committee considered a proposal on distance learning. POST has been broadcasting videotape and teleconferences on a limited basis since 1988. The staff report outlined recommends increased distance learning opportunities for distributing roll call training videos, live interactive teleconferences, prepared telecourse, as well as interactive live training for managers, executives, supervisors, investigators, etc.



Included in the report was the suggestion that the Commission may want to consider reimbursing the departments installing satellite receive dishes up to an amount of \$3,000 per department. This would allow training to be conducted at the department and cut down on associated time and travel costs. A regulation change, following a public hearing, would be required to establish such a reimbursement program.

A program to reimburse for satellite receive dishes would amount to approximately \$1.7 (one per agency, \$3,000 x 529 agencies). However, there are some unanswered questions both on the part of POST and on the part of departments.

Issues such as responsibilities for using and maintaining the system, designating a distance learning coordinator, keeping training records up, etc. have yet to be fully resolved. These and other issues, should be forwarded to the field to determine the interest and commitment to use such a system if established.

It was the consensus of the Committee that staff should further develop a survey instrument, perhaps including a model agreement between the department and POST, for the Commission's consideration at the April meeting. The survey should outline for the field what POST plans to do in terms of availability of distance learning training, and also to define department's responsibility under such a distance learning system. The report on survey the results would be brought back to the Commission at its July meeting.

C. LETN

When the Long Range Planning Committee met in January 1991, a representative of the Law Enforcement Television Network (LETN) submitted a proposal to contract with the Commission. Their proposal related to delivery of their video training services for law enforcement agencies. The prominent feature of the proposal was that the Commission enter into a master agreement with LETN for the lease of LETN satellite receivers for all California agencies.

Analysis of that proposal was discussed at our recent meeting. It was concluded that it would be less costly to make outright purchase of the receivers. Additionally, it was concluded that

there would be an undesirable loss of flexibility for both POST and law enforcement agencies, if agency receivers were fixed on the LETN satellite. Copies of the LETN proposal and analysis are attached.

There was consensus that the Commission decline to accept the LETN proposal.

C. RECOGNITION OPTIONS FOR EXEMPLARY OFFICER PHYSICAL FITNESS

The Committee considered alternatives for POST participation in an inservice physical fitness program. After discussion, it was the consensus of the Committee that POST should simply make the training program available to the field with no POST incentives or recognition at this time. The Committee recognized that a limited pilot program is just getting underway and believes that making the program generally available is sufficient for now. If any additional needs become apparent in the future they can be considered then.

D. CERTIFICATE REVOCATION

It was the consensus of the Committee that the Commission should schedule a public hearing to change regulations to allow the Commission to cancel certificates of officers who have been convicted of any felony which has been reduced to a misdemeanor pursuant to Section 17 (b) (1) or (3) and constitutes unlawful sexual behavior, assault under color of authority, dishonesty association with official duties, theft, or illegal narcotic activity, or is disqualified under Government Code Section 1029 (a). The Committee recommends this hearing be scheduled for the July Commission meeting.

E. TEAM BUILDING WORKSHOPS PROGRAM REVIEW

The Committee received a report on the Team Building Workshops program and found that the program was working well within the purposes of the modifications established two years ago. Previous backlogs have been eliminated and workshops are available to a broader range of agencies with the same budget allocations as before.

AJOURNMENT - 2:10 P.M.

MEMORANDUM

March 8, 1991

To : Long Range Planning Committee  
Commission on POST

*Norm*  
From : Norman C. Boehm, Executive Director  
Commission on Peace Officer Standards and Training

Subject : LETN Proposal to POST

At the November 1990 meeting, the Commission asked the Long Range Planning Committee to explore the feasibility of some type of agreement between POST and LETN. Staff subsequently prepared a report on this subject emphasizing the need to develop a long term perspective and plan.

At the Long Range Planning Committee meeting when the staff report was delivered, a representative of LETN submitted a proposal from LETN to install satellite dishes on a monthly rental basis. The Committee reached a consensus that action on the LETN proposal would be premature, since it had not been evaluated. They requested that staff continue to develop proposals for distance learning and report back on this and the LETN proposal.

The purpose of this memo is to respond to the LETN proposal. The broader subject of distance learning is addressed in a separate memo.

The LETN proposal consists of three main parts:

1. LETN would install and maintain a KU band satellite dish at every law enforcement agency in the state at a cost to POST of \$60.00 per unit per month for a period of five years, billing to be on a monthly basis.
2. LETN would reduce the cost of its broadcast subscription service to California subscribers according to a stated table, providing savings ranging from 14 to 18%.
3. LETN would provide POST with two hours monthly of

"free" encrypted satellite time.

With regard to this or any other downlink antenna proposal, POST should insist that antennas provided to our agencies be equipped with a motorized mechanical drive system. This is used to position the antenna for reception of signals from any of the more than thirty C band and Ku band satellites available. The current LETN proposal consists of fixed antennas which are aimed at the LETN satellite only. Acceptance of this proposal would greatly limit POST's options in broadcasting. We would be required to broadcast programs on the LETN satellite and if we were unable to obtain the dates and times that we wanted, we would be forced into accepting those that were available whether they met our purpose or not. The programmable option allows us to buy satellite time from an agent who can find us the time that we need at the best price available on any satellite viewable from North America. Also, the cost to POST to lease antennas as proposed by LETN would be \$2,026,800 (\$60 x 12 months x 563 agencies x 5 years). Post could make an outright purchase of 563 combination C/Ku band antennas for only \$1,689,000 (563 x \$3,000) a savings of \$337,800.

The second and third items of the LETN proposal, a reduced rate to California subscribers for their programming and "free" satellite time, speak to separate issues which need not be considered in the same context as the equipment issue. Reduced rates or "free" time would be negotiable items in any contract which may be let to cover all the agencies in the state, especially if California subscribers have their own equipment and need only a decoder to be able to pick up the LETN programs.

While this proposal offers an option to put a receiving antenna in every agency, LETN is only one of many companies which are capable of doing this, and LETN is not necessarily the best equipped, most experienced or least costly in the field. In fact, if POST were to choose a leasing option to accomplish this goal, it would undoubtedly have to be done by a sealed bid process in response to our specifications. LETN would then be free to compete for the lease, if it could meet the specifications we required.

In summary, it is important for POST to pursue a long range view with regard to the establishment of a distance learning system for California Law Enforcement. At a minimum, this means that decisions on when and how to broadcast our programs must remain with POST and not be at the discretion of a third party with control of the only means of transmitting the signal. Similarly,

California law enforcement agencies should be able to control their antenna in order to take advantage of other broadcasts of interest which may be presented by federal agencies or law enforcement program providers in other states.

If the committee concurs, the appropriate action would be for the committee to recommend rejection of the LETN proposal to the Commission based on these considerations.



January 11, 1991

Chief Ken O'Brien  
Commission on Peace Officer  
Standards and Training  
1601 Alhambra Blvd.  
Sacramento, CA 95816-7083

Dear Ken:

This is to place in writing the substance of my verbal presentation to you on December 11, 1990 when I described a proposal from LETN to provide equipment and services to POST which would permit direct delivery of training material by satellite to all law enforcement agencies in the State.

Please recall that LETN only wants to be the "Utility Company" for POST (similar to the Phone Company) by providing the equipment and services necessary to facilitate direct delivery of your training material to all police agencies. We are not seeking "POST Approval" or endorsement of our Company or training material in conjunction with this proposal. That is an entirely separate issue.

With this in mind, the following conditions of our proposal to POST are restated:

1. LETN will install and maintain a KU Band Satellite Dish at every Law Enforcement Agency site in the State at a cost to POST of Sixty Dollars (\$60.00) per unit per month for a period of five years. Billing would be on a monthly basis.
2. LETN will reduce the cost to California subscribers according to the following table:

Monthly Pricing Schedule

<u>Regular Price</u>	<u>POST Paid Equipment Price</u>	<u>California Special Price</u>
\$588.00	\$60.00	\$422.00
\$488.00	\$60.00	\$342.00
\$388.00	\$60.00	\$262.00
\$288.00	\$60.00	\$182.00
\$188.00	\$60.00	\$102.00

This pricing schedule will apply to all existing LETN subscribers as their existing contracts expire.

3. LETN will provide POST with time on the LETN satellite, with an encrypted signal, two hours monthly free of charge. Additional time would be charged at fifteen hundred dollars per hour.

4. Law Enforcement Agencies will not be required to participate in the LETN programming service. Participation will remain at the option of the individual Law Enforcement Agency.

5. All POST or California Agency material broadcast over LETN airways will remain the sole property of the respective Agency.

We realize that this proposal is unsolicited by POST and we ask that you not consider it an interference to your mission. We have an established record of working with POST Commissions throughout the United States. Our programming is POST approved in twenty-eight (28) States.

I plan on attending the POST Commission meetings on January 16 and 17 in order to be at your service. Please contact me if I can be of any assistance to you.

Sincerely,

*Kelson McDaniel*

Kelson McDaniel  
Regional Representative  
714-498-5989

cc: California POST Commissioners

Long Range Planning Committee  
Tuesday, March 19, 1991  
10:30 A.M. - 2:30 P.M.  
San Bernardino County Sheriff's Department  
655 E. Third  
San Bernardino, CA 92402  
(714) 387-3400

AGENDA

- A. CALL TO ORDER
- B. IMPLEMENTING THE ACR 58 REPORT

Raised expectations for implementing the recommendations of the ACR 58 are appropriately part of the report's preparation. The Long Range Planning Committee has been asked to review implementation steps and directions. The proposed approaches are set forth in the report under this tab addressing the following issues:

1. Passing AB 492 (Campbell). This is the followup legislation sponsored by PORAC and fully supported by CPOA, CSSA, and CPCA. Assemblyman Campbell, who sponsored the ACR, is carrying the legislation and soliciting co-authors. The legislation provides encouragement and initial funding. First committee hearing is set for this month.
2. Expanding Distance Learning. POST has been active in this area since 1988. A specific proposal for future directions is a separate item on this agenda.
3. Establishing Learning Technology Laboratory (LTL). AB 492 includes authority to establish a small team with expertise in instructional design, instructional technology, and instructional systems analysis. It will be resource to presenters, departments, and POST in implementing the ACR 58 recommendations. Job descriptions have been prepared and recruitment networks are being explored. Upon AB 492's passage, recruitment will progress in earnest.
4. Interactive Video Disc (IVD) Courseware. Plans include more extensive use of the existing P.C. 832 courseware, including possibly modularizing it for use in discreet instructional areas. The driver training IVD is on schedule for a December 1991 delivery. In April the Commission will receive bids on a First Aid/CPR IVD program. Beyond that, additional topics need to be identified. Eventually, it would be desirable for POST's larger training system participants to have the skill to prepare IVD courseware. POST should



promulgate minimum hardware specifications soon so departments can purchase equipment with full assurance it will run IVD (and CBT) courseware without a hitch.

5. Computer Based Training (CBT). Within the near future POST should identify a subject to be converted to CBT presentational format. A Basic Course law topic might do well. Authoring software is available (as is "coaching") from provisional courseware organizations. This training technology might favor a "do-it-yourself" first approach. A goal would be to have a demonstration CBT "mini-lesson" available to show within six months.
6. Advanced Technology Classroom (ATM). The ACR 58 Study recognized that much instruction will remain classroom-based. It called for technology to assist instructors by way of presentational media management and the use of a student response system. The ATC equipment should be available by October 1991, but the student response system is available and should be piloted as soon as possible.
7. Simulators. POST has had continuing active interest in shooting judgment and driver training simulators. The LASD and POST have been working on a shooting simulator system for several years and work should be completed this year. A driver simulator system is under development privately by Evans and Sutherland. POST is providing subject matter assistance. A prototype may be available for testing within two years. Their marketing cost projections look very favorable. Simulators would fit very well within the skill center concept described in the ACR study.
8. Master Instructor Program. Staff is currently assigned for initial design and pilot testing of a course this calendar year. The LTL will be very influential in the future involvement of a Master Instructor Program.
9. Skill Center Study. Work on this study should begin shortly after AB 492 passes. The study will be an indepth analysis of skill facility needs statewide and include recommendations for funding.
10. Expert Systems/Computer Simulations. These are suggested to begin as time and experience of CBT and IVD permit.

If the Long Range Planning Committee finds the approaches suggested here acceptable, a recommendation can be made to the full Commission. Some of these items are more fully

developed than others at this state. What is virtually certain is that steps and timelines will become more clear and more defined as POST, law enforcement, and presenters move into the future together with these ideas appropriately addressed in assertive manner.

C. DISTANCE LEARNING

At its January 1991 meeting, the Committee considered a report on the future of POST training through distance learning. At the meeting, a proposal was also received from a representative of LETN. Following discussion, staff was requested to: (1) expedite the development of a proposal for a statewide distance learning program; and (2) formally evaluate the LETN proposal.

The satellite distance learning report and the evaluation of the LETN proposal are both included under the tab. The first report describes a proposal for dramatically increasing broadcasts by POST starting next fiscal year. A significant proposed immediate addition to POST broadcast is a monthly legal update of court decisions. Optional considerations are also presented for establishing satellite receive capability at each law enforcement agency in the POST program including POST reimbursing for the cost of a receive antenna. However, there are some caveats. These options are offered for discussion by the Committee.

The second report concerning the LETN proposal was reviewed in context of the state's law enforcement distance learning system needs. A conclusion is that leasing satellite receivers statewide would not be the most cost-effective approach. An even more fundamental conclusion is that it would be difficult to justify committing POST and all law enforcement agencies to a future system relying exclusively on broadcast control by a private firm.

D. RECOGNITION OPTIONS FOR EXEMPLARY OFFICER PHYSICAL FITNESS

At its January 1991 meeting, the Commission authorized pilot testing of an inservice physical fitness program and asked the Long Range Planning Committee to review options for possibly recognizing qualifying officers. Pilot testing has begun and the matter of recognition alternatives is before the Committee. The Committee's recommendation, as well as a report of this pilot testing, will be on the Commission's July agenda for consideration.

A number of alternatives are discussed in more detail in the report under this tab. The matter before the Committee is whether the suggested bronze certificate, silver certificate, or gold pin approach, or some alternative is

appropriate and/or desirable. The primary alternative considerations include:

1. Simply make the program available to the field with no followup or incentives. Each department develops and awards its own recognition programs.
2. Departments issue a POST-developed award for qualifying officers; no records or performance data kept at POST.
3. Departments issue POST-developed awards to preserve standardization and submit performance data on individual achievement for POST's continuing research purposes.
4. POST issues (through the department) annual recognition awards upon certificate of achievement results by the department. POST keeps records and performance data which would be a useful research tool in the future.

The expense and complexity of these approaches increases from option #1 to option #4. The cost, advantages, and disadvantages of each are discussed in the report. After discussion, the Committee may have a sense of recommending a policy direction to the Commission on this. Alternatively, if the Committee feels additional information is needed, the pilot results will be helpful, or a survey could be done, though that has complexities of its own. What is basically before the Committee is the value of officer fitness to law enforcement standards and training and whether this program (with whatever recognition level) will help achieve that fitness at an acceptable cost.

E. CERTIFICATE REVOCATION

Included under the tab is a report which proposes that the Long Range Planning Committee recommend that the Commission schedule a public hearing to strengthen the certificate revocation requirements by regulation.

F. TEAM BUILDING WORKSHOPS PROGRAM REVIEW

Approximately one year ago the Committee requested a status report at this time on the team building workshop program. Commission policies were revised starting in FY 89/90 to require a two-year waiting period between POST-funded workshops, and a one time expenditure was authorized to eliminate a substantial backlog of requests. The memo under this tab reports that the backlog was eliminated and the required waiting period is having the desired effect of

making workshops available to more agencies. Staff continues to approve all requests where emergencies need to be addressed.

G. ADJOURNMENT

N

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date
Contracts for Management Course		April 18, 1991
Bureau Center for Leadership Development	Reviewed By <i>Doug Thomas</i> Doug Thomas	Researched By Neil Zachary
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval 3-27-91	Date of Report March 26, 1991
Purpose:		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Management Course contracts for fiscal year 1991/92 are presented to the Commission for review and approval. Total maximum cost is \$330,783 for 22 presentations.

BACKGROUND

Staff has contacted each coordinator representing the five contract presenters for the Management Course. A need has been identified for 22 contract course presentations during fiscal year 1991/92.

ANALYSIS

Course costs are consistent with POST guidelines. Required learning goals are being satisfactorily presented by each contractor. The fiscal year 1991/92 contract costs for presentations will not exceed a total of \$330,783. The following costs have been agreed to by the presenters:

California State University - Long Beach Beach Foundation: 5 presentations	\$79,469.
California State University - Northridge Foundation: 4 presentations	\$57,040.
Humboldt State University: 4 presentations	\$60,700.
San Diego Regional Training Center: 5 presentations	\$82,734.
San Jose State University Foundation 4 presentations	\$50,840.

Total cost of the contracts for fiscal year 1990/91 was \$323,771 for 22 presentations. The 2% percent increase in contract costs for 1991/92 cover modest increase costs for instructors, site, travel, and materials. A minimum of 440 law enforcement middle managers will attend the 22 presentations during fiscal year 1991/92.

RECOMMENDATION

Authorize the Executive Director to enter into contract agreements with the five contractors to present 22 presentations of the Management Course during fiscal year 1991/92 not to exceed total contract costs of \$330,783.

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date
Executive Development Course Contract		April 18, 1991
Bureau	Reviewed By	Researched By
Center for Leadership Development	<i>Doug Thomas</i>	Jack Garner
Executive Director Approval	Date of Approval	Date of Report
<i>Mouman C. Boehm</i>	4-2-91	March 28, 1991
Purpose:		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Executive Development Course contract for fiscal year 1991/92 is presented to the Commission for review and approval. Total maximum cost is \$121,555 for five presentations.

BACKGROUND

The last fiscal year contract for the Executive Development Course was in 1989/90. After one presentation, the contract was amended to provide for a redesign of the course and two pilot presentations. The term of the contract also was extended through fiscal year 1990/91. The contract total was \$113,925.

The Executive Development Course was originally presented in two consecutive weeks for a total of 80 hours. The redesign is being presented in three sessions over approximately five months. The first session is four days followed by a two and one half month break. The second and third sessions are both three days each with a two and one half month break between.

The new format allows busy law enforcement executives to more easily attend the course. In addition, it provides time for pre-class reading assignments and allows time between sessions to practice the principles taught.

ANALYSIS

The California State Polytechnic University, Pomona, has been under contract to present the Executive Development Course since October 1979.

It is estimated that five presentations will be required for fiscal year 1991/92. The cost for each of the five presentations is \$24,311 which covers costs for instructors, coordination, facilities, and materials as allowed by tuition guidelines. The total contract maximum cost is \$121,555.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with Cal Poly, Kellogg West to provide five presentations of the Executive Development Course at a maximum cost of \$121,555 for fiscal year 1991/92.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title <b>Contract for Command College and Executive Training</b>	Meeting Date <b>April 18, 1991</b>	
Bureau <b>Center for Leadership Development</b>	Reviewed By 	Researched By <i>Doug Thomas</i> <b>Doug Thomas</b>
Executive Director Approval 	Date of Approval 	Date of Report <b>March 8, 1991</b>
Purpose:		
<input checked="" type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input type="checkbox"/> Status Report
Financial Impact:		<input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<div style="margin-bottom: 10px;"> <u>ISSUE</u>                       The Command College and Executive Training Contract for fiscal year 1991/92 is presented to the Commission for review and approval. Total maximum cost is \$453,618.                 </div> <div style="margin-bottom: 10px;"> <u>BACKGROUND</u>                       Eleven classes have now graduated from the Command College. Four classes are continually in session. Class 16 will begin June 23, 1991. A total of 22 workshops are scheduled for presentation during the 1991/92 fiscal year.                       The contract will provide the necessary support to present the 22 Command College workshops which includes site, materials, facilitators, continuous development, and faculty costs. In addition, funds will be used for Independent Study Project Committee meetings, academic advisors, and project grading; grading of intersession (homework) assignments; training of academic advisors; continuous redesign of workshops and keeping instruction current with case studies, writing special study briefs, etc.; selection and orientation of new instructors; and completion of semi-annual assessment centers for the selection of students.                       The contract also includes funds for the development and presentation of training seminars for sheriffs, chiefs of police and senior managers.                 </div> <div> <u>ANALYSIS</u>                       The two-year Command College continues to receive widespread support from law enforcement. Its national and international recognition continues to also grow as evidenced by the establishment of a Command College Independent Study Project library at the F.B.I. National Academy.                       Chiefs and Sheriffs continually request management and executive training seminars on a variety of contemporary issues. New seminars were developed in fiscal year 1990/91 in response to training needs for contract city commanders, narcotics function administration, large                 </div>		



city commanders, and the second in command for small agencies. These new seminars are scheduled for presentation in fiscal year 1991/92.

The total contract for 1991/92 is \$453,618. This is a 14.8 percent increase from the 1990/91 contract of \$395,046. This is due to the increase from 15 to 20 management and executive seminars/workshops requested, an increase of two Command College workshops due to scheduling, and a modest increase in faculty costs for the year.

#### RECOMMENDATION

Authorize the Executive Director to enter into a contract with the San Diego Regional Training Center to provide support for the Command College and management and executive training seminars at a maximum cost of \$453,618 for fiscal year 1991/92.

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date
Contract for Supervisory Leadership Institute		April 18, 1991
Bureau	Reviewed By	Researched By
Center for Leadership Development	<i>Doug Thomas</i>	Doug Thomas
Executive Director Approval	Date of Approval	Date of Report
<i>Morgan C. Behm</i>	3-28-91	March 8, 1991
Purpose:		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Supervisory Leadership Institute contract for fiscal year 1991/92 is presented to the Commission for review and final approval. Total maximum cost is \$391,684.

BACKGROUND

The Supervisory Leadership Institute expanded from four classes to six classes in fiscal year 1990/91. Classes eight and nine began in January 1991 and will complete the program in August 1991. Classes ten, eleven, twelve and thirteen began in February 1991 and will complete the program in September 1991.

The fiscal year 1991/92 contract in the amount of \$391,684 provides for six classes to run concurrently throughout the year.

ANALYSIS

The fiscal year 1990/91 budget (\$195,934) was amended to include \$91,638 to allow for expansion from four to six classes beginning in January 1991 for a total contract of \$287,572. Each class of the Institute is eight months in length with eight three-day workshops presented at monthly intervals.

The Supervisory Institute continues to receive wide spread support from law enforcement. The number of applications, awaiting class assignment, is well over four hundred. Applications continue to arrive weekly.

The continuation of six classes running concurrently will help to keep the number of applications awaiting class assignment at a manageable number. Most importantly, six classes will provide law enforcement with a cadre of first line supervisors who have an opportunity to incorporate and practice the qualities and principles of leadership within their respective agencies.

Increased contract costs are attributable to a 50% increase in the volume of participants, and fiscal year 1991/92 will be the first full year with six classes running concurrently throughout the year.

#### RECOMMENDATION

Authorize the Executive Director to enter into a contract with the CSU, Long Beach Foundation to provide administrative services for the Supervisory Leadership Institute. These services includes instructors, facility rental, coordination, instructor development, supplies, and equipment at a maximum cost of \$391,684 for fiscal year 1991/92.

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Contract for Administration of POST Proficiency Examination</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Standards &amp; Evaluation</b>	Reviewed By	Researched By <b>John Berner</b>
Executive Director Approval <i>Monahan C. Berner</i>	Date of Approval <b>3-27-91</b>	Date of Report <b>March 22, 1991</b>
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of the POST contract with Cooperative Personnel Services (CPS) to administer the POST Proficiency Examination.

BACKGROUND

Penal Code Section 832(b) requires POST to develop and administer a basic training proficiency test to all academy graduates. POST has contracted with Cooperative Personnel Services (CPS) for the administration of the examination each of the last eight years.

ANALYSIS

CPS has done an acceptable job of administering the POST Basic Course Proficiency Examination. Moreover, CPS can administer the examination for less than it would cost if POST staff were to assume this function.

The amount of the fiscal year 1990/91 contract is \$31,266. The proposed contract for fiscal year 1991/92 is not expected to exceed \$33,800, and assumes an increase of 120 Basic Course graduates over fiscal year 1991/92, and labor and shipping cost increases of approximately 6%.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with CPS for services during fiscal year 1991/92 for an amount not to exceed \$33,800.

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Contract for Administration of POST Entry-Level Reading and Writing Test Battery</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Standards &amp; Evaluation</b>	Reviewed By	Researched By <b>John Berner</b>
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval <b>3-27-91</b>	Date of Report <b>March 22, 1991</b>
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of the POST contract with Cooperative Personnel Services (CPS) to administer the POST entry-level reading and writing test battery.

BACKGROUND

For the past several years, the Commission has authorized that the POST entry-level test battery be made available to agencies in the POST program at no cost. During this period, all test administration services associated with the testing program have been provided under contracts with CPS. The 1990/91 fiscal year contract amount is \$92,006.

ANALYSIS

All contract services provided by CPS have been acceptable, and POST lacks the staff to perform these services.

The proposed contract for fiscal year 1991/92 is not expected to exceed \$98,400. The increase over the current fiscal year is due, in part, to the regional testing pilot program being conducted in Contra Costa County.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with CPS for administration of the POST test battery during fiscal year 1991/92 for an amount not to exceed \$98,400.

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Administration of POST PC 832 Written Exam		Meeting Date April 18, 1991
Bureau Standards & Evaluation	Reviewed By	Researched By John Berner <i>[Signature]</i>
Executive Director Approval <i>[Signature: Norman C. Beckman]</i>	Date of Approval 3-27-91	Date of Report March 22, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of POST contract with Cooperative Personnel Services (CPS) to administer the POST PC 832 written examination.

BACKGROUND

Penal Code Section 832(a), which went into effect July 1, 1989, requires that persons must pass a POST-developed or POST-approved examination to successfully complete the PC 832 course. POST has contracted with CPS to administer the PC 832 written examination each of the last two years.

ANALYSIS

CPS has done an acceptable job of administering the examination. The amount of the 1990/91 fiscal year contract is \$71,500. The proposed contract for fiscal year 1991/92 is not expected to exceed \$78,900. The increased amount reflects labor and shipping cost increases of approximately 4%, and includes a \$5,000 line item for the pilot administration of new test questions necessitated by recent changes to the PC 832 course curriculum.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with CPS for administration of the POST PC 832 written exam during fiscal year 1991/92 for an amount not to exceed \$78,900.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT			
<b>Agenda Item Title</b> Contract for Administration of POST Public Safety Dispatcher Basic Training Equivalency Examination		<b>Meeting Date</b> April 18, 1991	
<b>Bureau</b> Standards & Evaluation	<b>Reviewed By</b> 	<b>Researched By</b> John Berner <i>[Signature]</i>	
<b>Executive Director Approval</b> <i>[Signature: Norman C. Becker]</i>	<b>Date of Approval</b> 3-27-91	<b>Date of Report</b> March 22, 1991	
<b>Purpose:</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No	
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><b><u>ISSUE</u></b></p> <p>Continuation of the POST contract with Cooperative Personnel Services (CPS) to administer the POST Public Safety Dispatcher Basic Training Equivalency Examination.</p> <p><b><u>BACKGROUND</u></b></p> <p>Pursuant to Commission Procedure F-5, certain experienced public safety dispatchers may qualify for the POST Public Safety Dispatcher Certificate by passing the POST Public Safety Dispatcher Basic Training Equivalency Examination. POST contracted with CPS for administration of the examination during fiscal year 1990/91.</p> <p><b><u>ANALYSIS</u></b></p> <p>All contract services provided by CPS have been acceptable and POST lacks the staff to perform these services. The 1990/91 fiscal year contract amount is \$26,217.</p> <p>The proposed contract for fiscal year 1991/92 is not expected to exceed \$13,375. The decrease is due in large part to an anticipated reduction in testing volume of approximately 50%.</p> <p><b><u>RECOMMENDATION</u></b></p> <p>Authorize the Executive Director to enter into a contract with CPS for administration of the POST Public Safety Dispatcher Basic Training Equivalency Examination during fiscal year 1991/92 for an amount not to exceed \$13,375.</p>			

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT			
<b>Agenda Item Title</b> 1990-91 Interagency Agreement for Auditing Services - State Controller's Office		<b>Meeting Date</b> April 18, 1991	
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> <i>Otto H. Saltenberger</i>	<b>Researched By</b> Staff	
<b>Executive Director Approval</b> <i>Mona C. Beckus</i>	<b>Date of Approval</b> 2-20-91		<b>Date of Report</b> February 22, 1991
<b>Purpose:</b> <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No	
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><b><u>ISSUE</u></b>                      Commission review and final approval of Interagency Agreement for Auditing Services - State Controller's Office for Fiscal Year 1991-92.</p> <p><b><u>BACKGROUND</u></b>                      There is a need to selectively audit the training claims made by local agencies against the Peace Officer Training Fund. These audits have been conducted by the State Controller on a yearly basis.</p> <p><b><u>ANALYSIS</u></b>                      Each year for the past several years POST has negotiated an interagency agreement with the State Controller's Office to conduct audits of selected local agencies which receive POST reimbursement funds. The Controller's Office continues to do an acceptable job in auditing selected jurisdictions to assure that reimbursement funds are being appropriately expended.</p> <p><b><u>RECOMMENDATION</u></b>                      It is recommended that the Commission authorize the Executive Director to enter into an interagency agreement with the State Controller in an amount not to exceed \$85,000 to audit local agency reimbursement claims for Fiscal Year 1991-92.</p>			



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Interagency Agreement with Teale Data Center</b>		Meeting Date <b>April 18, 1991</b>
Bureau <b>Information Services</b>	Reviewed By <b>Glen Fine</b>	Researched By <b>Holly Mitchum</b> <i>Hm</i>
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval <b>3-27-91</b>	Date of Report <b>March 25, 1991</b>
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Authorize the Executive Director to negotiate an Interagency Agreement with the Teale Data Center for Fiscal Year 1991/92 for computer services.

BACKGROUND

POST has an Interagency Agreement with Teale Data Center (a State agency) for computer services. The contract provides for a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer or PC's can provide. The current year contract is for \$89,000.

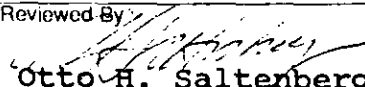

ANALYSIS

POST uses the Teale Data Center mainframe computers for processing large statistical jobs and the storage of large test score data files. Also, California's 34 law enforcement training academies utilize the Test Item Bank system and communications facilities at the data center.

RECOMMENDATION

Authorize the Executive Director to sign an Interagency Agreement with the Teale Data Center for computer services in Fiscal Year 1991/92 for an amount not to exceed \$89,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT			
<b>Agenda Item Title</b> Health and Welfare Data Center - CALSTARS Support FY 1991-92		<b>Meeting Date</b> April 18, 1991	
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b>  Otto H. Saltenberger	<b>Researched By</b> Staff	
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 2-20-91	<b>Date of Report</b> February 22, 1991	
<b>Purpose:</b> <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No	
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><b><u>ISSUE</u></b>                      Commission review and approval of an Interagency agreement with Health and Welfare Agency Data Center for computer linkage in support of the State Accounting System (CALSTARS).</p> <p><b><u>BACKGROUND</u></b>                      The mandated California Accounting and Reporting System (CALSTARS), which was implemented in 1986, requires that POST enter into a yearly contract with the Health and Welfare Data Center to provide data processing services during the year. The Commission approved an agreement not to exceed \$25,000 for Fiscal year 1990-91.</p> <p><b><u>ANALYST</u></b>                      Without the continuation of an agreement with the Health and Welfare Data Center, POST will not be able to perform necessary state accounting functions and will be out of compliance with accounting requirements.</p> <p><b><u>RECOMMENDATION</u></b>                      It is recommended that the Commission authorize the Executive Director to enter into an interagency agreement with the Health and Welfare Agency Data Center in an amount not to exceed \$25,000 for computer services during Fiscal Year 1991-92.</p>			

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Department of Justice Contract for Fiscal Year 1991/92		Meeting Date April 18, 1991
Bureau Training Delivery Svcs.	Reviewed By Ronald T. Allen <i>RTA</i>	Researched By Lou Madeira
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval 4-2-91	Date of Report March 29, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUES

Approval of an Interagency Agreement (IAA) between POST and the Department of Justice Advanced Training Center in the amount of \$953,081 to cover the cost of training delivery services for Fiscal Year 91/92.

BACKGROUND

POST has contracted with the Department of Justice to present certified courses since 1974. The amount of the agreement each year has been based upon the actual presentation costs to DOJ for instruction, coordination, clerical support, supplies and travel. Courses included in the contract are based on training needs assessment information and agency feedback. Individual course budgets are developed in accordance with existing certification requirements.

ANALYSIS

The amount proposed this year, \$953,081, represents an increase of \$82,148, or approximately 9.1% over the current contract amount of \$870,933. This amount reflects direct costs to train 3006 students in 19 different technical courses (as detailed in attachments A and B).

The cost increase is due to the continuing need to increase narcotics-related training that is expressed as a high priority by California law enforcement, normal adjustments in instruction, coordination and clerical costs, coupled with additional offerings and increased student numbers in several technical courses.

A summary of the proposed changes from last year are:

1. Increase in the number of presentations of Drug Asset Forfeiture and Financial Investigation (3 more classes) and Narcotics Investigation (2 more classes). These increases are well supported by POST training needs assessment feedback.

2. Reinstatement of the Executive Protection Course into the contract. The only other presenter statewide (California State Police) is unable to present a sufficient number of offerings to meet the current training demand.
3. Removal of the Computer Crime Investigation and Applied Statistics for Law Enforcement courses from the DOJ contract. These programs will be presented in the future by the National Consortium for Criminal Justice Information and Statistics (SEARCH Group).
4. Decertification of the Criminal Intelligence Data Analyst Course, as the content of this program will be absorbed into an updated version of the currently certified course Basic Elements of Criminal Intelligence.
5. Reduction in the number of offerings of the Drug Identification and Influence Course and Skills and Knowledge Modular Training due to increased certifications of basic narcotics courses to local presenters. Local presentations will begin to utilize the cadre of instructors produced by the Narcotics Training Techniques for Trainers Course.

#### RECOMMENDATION

Authorize the Executive Director to enter into an interagency agreement with the Department of Justice to present the described training courses for an amount not to exceed \$953,081.

DOJBUDGE.LOU

DOJ CONTRACT FOR FISCAL YEAR 1991/92  
DESCRIPTION OF PROPOSED CHANGES

<u>COURSE TITLE</u>	<u>CURRENT STATUS</u>	<u>PROPOSED CHANGE</u>	<u>1990/91 CONTRACT</u>	<u>1991/92 PROPOSED</u>
<u>CAMP Supervision &amp; Field Ops</u>	53 Hours 2 Classes of 24 48 Total Trainees	Cut to 1 Class of 24 Trainees	\$14,767	\$7,400  <-\$7,367>
<u>Clandestine Lab Investigation</u>	24 Hours 6 Classes of 48 288 Total Trainees	Cut to 30 Trainees Per Class	\$27,332	\$32,508  (+\$5,176)
Commander (Vice, Narc, Intell)	36 Hours 4 Classes of 24 96 Total Trainees	COPA* ONLY	\$34,256	\$35,728  (+\$1,472)
Crime Analysis Expanded Appl.	37 Hours 4 Classes of 24 96 Total Trainees	COPA ONLY	\$38,117	\$40,760  (+\$2,643)
Criminal Intell. Basic Elements	36 Hours 4 Classes of 24 96 Total Trainees	Combined w/ Crim Intell Data Analyst	\$30,178	\$28,976  <-\$1,202>
Criminal Intell. Course	72 Hours 2 Classes of 24 48 Total Trainees	COPA ONLY	\$20,352	\$22,000  (+\$1,648)
<u>Drug Asset Forfeit Financial Invest</u>	36 Hours 5 Classes of 30 150 Total Trainees	Increase to 8 Offerings 240 Total Trainees	\$45,305	\$76,264  (+\$30,959)
<u>Drug ID and Influence</u>	32 Hours 8 Classes of 50 400 Total Trainees	Reduce to 6 Offerings 300 Trainees	\$77,944	\$53,250  <-\$24,694>
<u>Economic Crime Investigation</u>	36 Hours 4 Classes of 24 96 Total Trainees	Reduce to 3 Offerings 72 Total Trainees	\$35,070	\$28,896  <-\$6,174>

<u>COURSE TITLE</u>	<u>CURRENT STATUS</u>	<u>PROPOSED CHANGE</u>	<u>1990/91 CONTRACT</u>	<u>1991/92 PROPOSED</u>
Electronic Surveillance	24 Hours 4 Classes of 24 96 Total Trainees	COPA ONLY	\$22,034	\$24,568 (+\$2,534)
Financial Invest. (Advanced)	32 Hours 2 Classes of 24 48 Total Trainees	COPA ONLY + Location Changes	\$15,115	\$12,310 <-\$2,805>
Homicide/Violent Crime Invest.	36 Hours 4 Classes of 30 120 Total Trainees	Reduce to 3 offerings 90 Trainees + COPA	\$33,321	\$28,212 <-\$5,109>
Informant Devel. and Maintenance	32 Hours 8 Classes of 24 192 Total Trainees	COPA ONLY	\$61,196	\$65,024 (+\$3,828)
<u>Narcotics Investigation</u>	80 Hours 10 Classes of 20 200 Total Trainees	Increase to 12 Offerings 240 Trainees	\$166,670	\$236,148 (+\$69,478)
<u>Narcotic Training Techniques for Trainers</u>	60 Hours 4 Classes of 20 80 Total Trainees	Loss of ADA + COPA	\$19,819	\$57,392 (+\$37,573)
Officer Involved Shooting Invest	36 Hours 10 Classes of 30 300 Total Trainees	COPA ONLY	\$90,513	\$101,910 (+\$11,397)
<u>Skills &amp; Knowledge Modular Training</u>	8 Hours Each 40 Classes of 30 1200 Trainees	Reduce to 20 Classes 600 Trainees	\$41,736	\$22,460 <-\$19,276>
Spec. Surveillance Equipment	36 Hours 7 Classes of 16 112 Total Trainees	COPA ONLY	\$44,117	\$34,139 <-\$9,978>

PROPOSED COURSE DELETIONS

<u>COURSE TITLE</u>	<u>CURRENT STATUS</u>	<u>PROPOSED CHANGE</u>	<u>1990/91 CONTRACT</u>	<u>1991/92 PROPOSED</u>
<u>Criminal Intell. Data Analyst</u>	36 Hours 2 Classes of 20 40 Total Trainees	<u>Decertify</u> - incorporate content into Basic Elements Course	\$13,897	0
<u>Computer Crime Investigation</u>	36 Hours 4 Classes of 24 96 Total Trainees	<u>Certify to SEARCH Group</u>	\$20,734	0
<u>Appl. Statistical Analysis for Law Enforcement</u>	36 Hours 2 Classes of 24 48 Total Trainees	<u>Certify to SEARCH Group</u>	\$13,120	0

PROPOSED COURSE ADDITIONS

<u>COURSE TITLE</u>	<u>CURRENT STATUS</u>	<u>PROPOSED CHANGE</u>	<u>1990/91 CONTRACT</u>	<u>1991/92 PROPOSED</u>
<u>Executive Protection</u>	(PROPOSED)	4 Offerings 24 Trainees 96 Total Trainees	0	\$45,136

CURRENT CONTRACT AMOUNT 1990/91	\$870,933
PROPOSED 1991/92 CONTRACT	\$953,081
NET DIFFERENCE	+ \$ 82,148

\* COPA refers to a "Cost of Presentation Adjustment." Adjustments are necessary due to higher room and equipment rentals, justified salary increases, escalating air travel costs, normal changes in state travel and per diem rates and similar direct cost changes.

DOJ CONTRACT PROJECTION FOR FISCAL YEAR 1991/92  
SUMMARY OF ANTICIPATED CHANGES

Modifications to Existing Courses

CAMP SUPERVISION AND FIELD OPERATIONS

DOJ is proposing to cut back to 1 class of 24 trainees. This represents a 50% reduction in the number of trainees annually.

FISCAL IMPACT:            -    \$7,367

CLANDESTINE LAB INVESTIGATION

DOJ is proposing to reduce the number of trainees from 48 per class to 30 per class. The number of presentations will remain the same.

FISCAL IMPACT:            +    \$5,176

DRUG ASSET FORFEITURE/FINANCIAL INVESTIGATION

DOJ is proposing to add 3 classes of 30 trainees resulting in a total of 8 classes and 240 annual trainees.

FISCAL IMPACT:            +    \$30,959

DRUG IDENTIFICATION AND INFLUENCE

POST intends to reduce the number of certified offerings to 6 classes of 50 trainees (from 8 classes of 50). The intent is to certify a greater proportion of these classes to local agencies using the cadre of instructors produced by the Narcotics Training Techniques for Trainers Course.

FISCAL IMPACT:            -    \$24,694

ECONOMIC CRIME INVESTIGATION

DOJ is proposing to reduce the number of presentations to 3 (from a total of 4) resulting in 3 offerings of 24 trainees for an annual total of 72 trainees.

FISCAL IMPACT:            -    \$6,174



#### HOMICIDE/VIOLENT CRIME INVESTIGATION

DOJ is proposing to reduce the number of presentations to 3 (from a total of 4) resulting in 3 offerings of 30 trainees for an annual total of 90 trainees.

FISCAL IMPACT: - \$5,109

#### NARCOTICS INVESTIGATION

DOJ is proposing to add 2 offerings of 20 trainees to their present schedule of 10 presentations of 20 trainees each.

FISCAL IMPACT: +\$69,478

#### NARCOTICS TRAINING TECHNIQUES FOR TRAINERS

Although no substantive changes in program content or number of offerings is proposed, shared cost funding from the Los Rios Community College District will not be available during the 1991/92 Fiscal year. As a result, their share will need to be factored into the 1991/92 contract along with routine direct cost increases.

FISCAL IMPACT: + \$37,573

#### SKILLS AND KNOWLEDGE MODULAR TRAINING

POST intends to reduce the number of certified offerings to 20 classes of 30 (from 40 classes of 30). As with the Drug Identification and Influence Course, the intent is to certify some existing modules (e.g. Narcotics Update) to local presenters. DOJ is proposing an increase in the cost per module (\$1,123 per offering up from \$1,044 per offering). As a result of reducing the number of offerings, the net effect is a decrease.

FISCAL IMPACT: - \$19,276

#### Course Deletions

#### CRIMINAL INTELLIGENCE DATA ANALYST

DOJ would like to decertify this class and absorb the curricula into a modified version of the Basic Elements of Criminal Intelligence Course.

FISCAL IMPACT: - \$13,897

COMPUTER CRIME INVESTIGATION AND  
APPLIED STATISTIC FOR LAW ENFORCEMENT

It is proposed that POST remove these courses from the DOJ contract and certify them directly to Search Group, Inc. in Sacramento. Search Group currently presents present two other POST-certified computer-related programs and is a national consortium for criminal justice information and statistics. Additionally, Search has been providing the training site and the majority of instructors for these courses.

FISCAL IMPACT:            - \$33,854

Course Additions

EXECUTIVE PROTECTION

This course was presented by DOJ in the past. Currently the California State Police is the sole certified presenter statewide and they are unable to add enough offerings to meet the existing training need. The DOJ proposal is to present 4 offerings of 24 trainees each.

FISCAL IMPACT:            + \$45,136

Legislative Review Committee  
Thursday, April 18, 1991  
Sierra Rm. - Holidome, Sacramento

Meeting Agenda

9:00 a.m.

Attachment

1. Status of Proposed POST Certificate Cancellation Legislation A
2. Active Legislation - Status Report/Update
  - a. SB 249 - POST Setting Standards and Reimbursing for Peace Officer Members of Coroners Offices Commission Position: Not Consd. B
  - b. AB 352 - Funding Local Public Safety Dispatcher Training Commission Position: Support C
  - c. AB 420 - Hazardous Materials Training (Elder) Commission Position: Not Consd. D
  - d. SB 474 - Three-Year Break-In-Service (Presley) for PC 832 Graduates Commission Position: Support E
  - e. AB 492 - ACR 58 Followup - Training (Campbell) Technology and Facilities Commission Position: Support F
  - f. SB 671 - Appointment of Police Officers (Morgan) Commission Position: Not Consd. G
  - g. SB 811 - POST Commission Size and Composition (Ayala) Commission Position: Not Consd. H
  - h. SB 1126 - Peace Officer Status: Private (Presley) Post-Secondary Edu. Institutions Commission Position: Not Consd. I
3. Informational Legislation J

These bills are generally outside the scope of the Commission's interest in taking positions but are being followed for their potential impact upon POST. The Committee may wish to receive a briefing on these.

4. Informational Needs of Commissioners on Pending Legislation  
via Administrative Progress Reports

Last year the Committee asked for legislative updates more frequently than once a quarter. In response, those updates have been included in the monthly Administrative Progress Reports. This is on the Committee's agenda as to whether the Committee feels this approach is meeting informational needs.

5. Other

# Memorandum

Long Range Planning Committee

Date Mar. 1, 1991

  
Norman C. Boehm, Executive Director

From : Commission on Peace Officer Standards and Training

Subject: Status of Proposed Certificate Cancellation Legislation

As previously reported in the January issue of the Administrative Progress Report, the California Peace Officers' Association declined to introduce POST's proposed legislation on certificate cancellation. The decision was based upon opposition from various police labor organizations and the threatened reprisals on CPOA's legislative program. This CPOA action was taken after POST staff offered for consideration a more restrictive legislative proposal for canceling only certain felony convictions that are reduced to misdemeanors based upon the sentence given by judges. Penal Code Section 17 provides that when a person is convicted of a felony and receives a misdemeanor sentence in the form of probation and/or county jail time, the conviction shall be deemed to be a misdemeanor.

Following review of the language by a sub-committee of CPOA's Law and Legislative Committee, the full Law and Legislative Committee endorsed this modified approach for expanding certificate cancellation and recommended to the Executive Committee that CPOA endorse and sponsor such legislation (next year).

This alternative, described in Attachment A, was unsuccessfully offered in an attempt to overcome labor opposition. The CPOA Law and Legislative Committee unanimously recommended to the Executive Committee that CPOA endorse and sponsor this proposed legislation; however, the Executive Committee as of this date has not had the opportunity to consider this legislative proposal. Because of legislative deadlines for introduction of new bills, this legislative proposal is dead for this year.

Since the Long Range Planning Committee originally expressed need for this legislation, the Committee may wish to consider one or more of the following alternatives:

1. Drop the idea altogether,
2. Attempt to reintroduce the legislation next year,
3. Convene a meeting of representatives of police labor

and management officials, including some POST Commissioners, to examine the bases of concerns and attempt a reconciliation,

4. Proceed with implementing the proposal administratively by adopting revised POST regulations, including public hearings.

PROPOSED POST CERTIFICATE CANCELLATION LEGISLATION  
(January 24, 1991)

Penal Code Section 13510.1

- (a) The commission shall establish a certificate program for peace officers specified in sections 13510 and 13522 and for the California Highway Patrol.
- (b) Basic, intermediate, advanced, supervisory, management, and executive certificates shall be established for the purpose of fostering professionalization, education, and experience necessary to adequately accomplish the general police service duties performed by peace officer members of city police departments, county sheriffs' departments, districts, university and state university and college departments, or by the California Highway Patrol.
- (c) Certificates shall be awarded on the basis of a combination of training, education, experience, and other prerequisites, as determined by the commission.
- (d) Persons who are determined by the commission to be eligible peace officers may make application for such certificates, provided they are employed by an agency which participates in the Peace Officer Standards and Training (POST) program.
- (e) Certificates remain the property of the commission and the commission shall have the power to cancel any certificate.
- (f) The commission shall cancel certificates issued to persons who have been convicted of, or entered a plea of guilty or nolo contendere to:

(1) a crime classified by statute or the Constitution as a felony or

(2) any felony which has been reduced to a misdemeanor pursuant to Section 17 (b)(1) or (3) and constitutes unlawful sexual behavior, assault under color of authority, dishonesty associated with official duties, theft, or illegal narcotic activity or

(3) is disqualified under Government Code Section 1029 (a).

**NEED**

**70 ANNUAL FELONY ARRESTS OF CALIFORNIA PEACE OFFICERS \***

- 24 CONVICTIONS AND CERTIFICATES CANCELLED
- 46 REDUCED TO MISDEMEANORS CONVICTIONS

\* District Attorney has decided to charge as a felony



# BILL ANALYSIS

COMMISSION ON PEACE OFFICER STANDARDS Attachment B  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

TITLE OR SUBJECT Standards and Reimbursement for Peace Officer Members of Coroners' Offices	AUTHOR Senator Davis	BILL NUMBER SB 249
	RELATED BILLS	DATE LAST AMENDED Jan. 29, 1991

SPONSORED BY

California Coroners' Association

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

## General

Senate Bill 249 would:

1. Amend Penal Code Section 13510(a) by adding peace officer members of Coroners' Offices to the list of peace officers for which the Commission is responsible for establishing minimum selection and training standards. In addition, this would authorize POST to reimburse these agencies for training expenses.

## Analysis

This proposed legislation has been introduced to overcome an oversight occurring in the last legislative session in which this aspect of Senate Bill 2244 (1990) was inadvertently omitted. Senate Bill 2244, which was supported by the Commission, revises the fee structure for disposing of human remains to pay \$1 of the additional fee into the Peace Officer Training Fund for the reimbursement of training expenses for peace officer members of Coroners' Offices. The POTF technically began receiving this additional revenue on January 1, 1991.

Senate Bill 249 continues the voluntary nature of participation in the POST Program. It is estimated that there are 185 peace officer members of Coroners' Offices including three of the possible 20 currently participating in the POST non-reimbursable program. The estimated revenue is expected to cover the costs for reimbursing these peace officers.

## Comments

This proposed legislation is consistent with the Commission's policy to support new peace officer groups being made eligible for POST reimbursement if they bring additional revenue to the POTF. Since the Commission supported this legislation last year, it is reasonable to support Senate Bill 249.

## Recommendation

Support

OFFICIAL POSITION

ANALYSIS BY <i>Hal Snow</i>	DATE 3-13-91	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>Norman C. Boehm</i>	DATE 3-13-91	COMMENT	DATE

# BILL ANALYSIS

State of California  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

Attachment C

TITLE OR SUBJECT	AUTHOR	BILL NUMBER
Funding Local Public Safety Dispatcher Training	Assemblyman Nolan	AB 352
	RELATED BILLS	DATE LAST AMENDED
		1-29-91

SPONSORED BY  
California Peace Officers' Assoc.

## BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

### General

Assembly Bill 352 would:

1. Amend existing law that requires a surcharge on intrastate telephone calls to establish and operate the 911 emergency telephone number system by providing that 5.2% or approximately \$3 million of the money now going into the State Emergency Telephone Number Account go instead into the Peace Officer Training Fund for the training of 911 dispatchers.

### Analysis

There are currently approximately 3,000 local public safety dispatchers participating in the POST Program from over 300 local agencies (cities, counties, districts or joint powers agencies). In addition to reimbursing for a portion of training expenses, POST has established minimum training and selection standards for dispatchers pursuant to a state law passed in 1988. Most of these dispatchers operate the 911 emergency telephone system or are subject to such assignment.

Public safety and the effectiveness of the 911 emergency telephone system demand that the training of these dispatchers reflect good judgment, decision making, knowledge of medical protocols, and procedures for receiving and dispatching emergency assistance. There have been well publicized instances of failures in the 911 system that are attributable to the lack of dispatcher competency.

The 1988 law authorizing POST to establish minimum standards and reimburse for training expenses failed to include specific funding for POST to accommodate this reimbursement expense. Thus, existing dispatcher training reimbursement (estimated to be \$1 million per year) is occurring to the detriment of peace officer training. This reimbursement cost will rise by an estimated \$500,000 annually because additional dispatchers are becoming eligible for reimbursement and because training requirements will need to increase to meet the purposes of the

## OFFICIAL POSITION

ANALYSIS BY <i>John Frou</i>	DATE 7-72-91	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>Monica C. Boehm</i>	DATE 3-12-91	COMMENT	DATE

enabling legislation. Other cost projections for dispatcher training include \$1,200,000 annual expenditures for development and acquisition of training technology including computer hardware and software, dispatcher simulators, etc. Existing and projected annual administrative cost to POST is \$300,000. That includes costs for reimbursement, course development and standards research, certificate issuance and compliance verification. Total annual program cost is projected at \$3,000,000.

#### Comments

This legislation is needed because:

1. The requirement to train dispatchers is without specific funding. Any current public safety dispatcher training is at the cost of training for peace officers.
2. Existing on going POTF resources for the training of dispatchers is insufficient to ensure fully trained dispatchers. To meet the legislative intent for truly proficient dispatchers, a specific source of funding for their selection and training should be established. The funding source should come from the very telephone services which generate the 911 systems.
3. Existing laws governing expenditures from the 911 Emergency Telephone Number Account preclude expenditures for dispatcher training.
4. Competently trained dispatchers will help ensure an effective 911 emergency telephone system.

#### Recommendation

Support

# BILL ANALYSIS

State of California  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

Attachment D

TITLE OR SUBJECT <b>Hazardous Materials Training</b>	AUTHOR <b>Assemblyman Elder</b>	BILL NUMBER <b>AB 420</b>
	RELATED BILLS <b>AB 1100 (1988)</b>	DATE LAST AMENDED <b>2-25-91</b>

SPONSORED BY **Planning and Conversation League  
California District Attorneys' Association**

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

The comments in this analysis shall be limited to those sections of the bill that relate to the Commission on Peace Officer Standards and Training (POST)

## General

Assembly Bill 420 would:

1. Establish in the Office of Criminal Justice Planning (OCJP) a program of financial assistance to, among other things, provide for statewide education and training programs in the enforcement of hazardous materials laws for peace officers and others. Prior to the allocation of such funds for peace officer training, POST is to be consulted.
2. Require POST to provide, by July 1, 1991, a course or courses of instruction for the training of local and state peace officers in the detection of violations and in the apprehension of suspects related to hazardous materials laws.

## Analysis

This bill, which will be known as the "Local Toxics Enforcement and Training Act of 1991", is designed to provide for financial assistance for education and training programs relating to the enforcement of hazardous materials laws.

Because the Office of Criminal Justice Planning is recognized as the coordinator for various criminal justice grant and funding programs throughout the State, the author is of the opinion that they are a logical agency to manage this multi-disciplinary grant and training effort.

Although normally the Commission on Peace Officer Standards and Training (POST) would be given direct responsibility for the training of peace officers in hazardous materials laws, the other aspects of the proposal (grant multi-disciplinary training, etc.) made that approach impractical. While OCJP has the primary

OFFICIAL POSITION

ANALYSIS BY <i>[Signature]</i>	DATE <b>3-25-91</b>	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>[Signature]</i>	DATE <b>3-29-91</b>	COMMENT	DATE

responsibility for the development and presentation of the training, the peace officer training is to be coordinated with POST.

It is estimated the cost to POST to carry out the research in developing the training would be \$50,000, and the bill provides for an appropriation from the POTF to accommodate this cost.

#### Comments

Besides costs for developing the curriculum, this training should be presented and supplemented by means of video-training tapes and/or interactive videodisc technology. As the bill is currently configured, such costs could come from the "Hazardous Materials Enforcement and Training Account in the General Fund", although there is no express language to ensure this happens.

It is also unsure to what degree law enforcement will support this optional training as it suggests a larger role in enforcing hazardous materials laws, and there is no funding resources provided in the bill to increase law enforcement's capacity.

Based upon the question of whether the cost of developing and presenting such training to law enforcement should be borne by the POTF or OCJP, it would seem appropriate that POST neither support nor oppose AB 420.

#### Recommendation

Neutral

# BILL ANALYSIS

Attachment E  
State of California  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

TITLE OR SUBJECT <b>Three-Year Break-In-Service for PC 832 Course Graduates</b>	AUTHOR <b>Senator Presley</b>	BILL NUMBER <b>SB 474</b>
	RELATED BILLS	DATE LAST AMENDED <b>2-25-91</b>

SPONSORED BY  
**California Peace Officers' Association**

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

## General

Senate Bill 474 would:

1. Amend Penal Code Section 830.6 by clarifying that this provision applies to the appointment of a reserve deputy sheriff, a reserve deputy of the Department of Fish and Game, and a reserve special agent of the Department of Justice rather than a deputy sheriff, etc.
2. Amend Penal Code Section 832 by: a) deleting the requirement that the peace officer complete the course within 90 days of first being employed and would instead require that a peace officer complete the course prior to the exercise of powers of a peace officer, and b) requiring that any person completing the training course who does not become employed as a peace officer within three years from the date of passing the examination or who has a three-year or longer break in service as a peace officer must requalify by passing the examination developed or approved by the Commission. This bill would also authorize the Commission to charge appropriate fees for the examination to requalify, not to exceed actual costs.

## Analysis

This proposed legislation has been introduced for two purposes. The first is to overcome an erroneous county counsel's opinion that deputy sheriffs can be appointed under Penal Code Section 830.6 which is clearly contrary to what the Legislature intended. Regular deputy sheriffs should be appointed pursuant to Penal Code Section 830.1 and reserve deputy sheriffs pursuant to Section 830.6. POST has established differing training standards for each, and this proposed clarification would preserve the integrity of those standards.

The second purpose of this legislation is to clarify existing

OFFICIAL POSITION

ANALYSIS BY <i>[Signature]</i>	DATE <b>3-29-91</b>	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>[Signature]</i>	DATE <b>3/28/91</b>	COMMENT	DATE

confusion about the interpretation of Penal Code Section 832 as to when the training must be completed. The existing law, PC 832(b), is internally contradictory in this regard in that it requires the training to be completed prior to exercising peace officer powers yet grant a 90-day grace period to complete the training. A three-year break in service rule is also being proposed because course graduates have diminished proficiency after the passage of time with regard to skills and knowledge learned in the course. Such a rule has been administratively established by POST for the Regular Basic Course and helps ensure that only competent persons enter law enforcement.

#### Comments

This proposed legislation would clarify existing law and strengthen training standards for peace officers.

#### Recommendation

Support

# BILL ANALYSIS

State of California Attachment F  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

TITLE OR SUBJECT <b>ACR 58 Follow-Up Technology and Facilities</b>	AUTHOR <b>Assemblyman Campbell</b>	BILL NUMBER <b>AB 492</b>
	RELATED BILLS	DATE LAST AMENDED <b>2-13-91</b>

SPONSORED BY  
**Peace Officers' Research Association of California (PORAC)**

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

## General

Assembly Bill 492 would:

1. Have the Legislature acknowledge the ACR 58 study on training technology and facilities for law enforcement (California Law Enforcement Training in the 1990's - A Vision of Excellence), and express support for the directions and recommendations of the Study Committee.
2. Require POST to conduct pilot projects with regard to needed training facilities and modern technology including the establishment of a learning technology laboratory.
3. Require POST to: a) identify needs and develop a plan for the acquisition of law enforcement training facilities and technology including an evaluation of pilot/demonstration projects; b) prepare recommendations for the establishment of regional skills training centers, training conference centers and the use of modern instructional technology; and c) recommend financing structure that may be needed to assure a consistently high level of law enforcement training. The Commission is required to report back to the Legislature by December 31, 1993.
4. Authorize the Commission to enter into joint powers agreements with other governmental agencies for purposes of developing and deploying needed technology and facilities.
5. Exempt POST from the Office of Information Technology requirements for the procurement of computer-based technology in developing new technology for law enforcement training.

## Analysis

- #1. The purpose for having the Legislature acknowledge the results of the ACR 58 Study is so that the Legislature will

OFFICIAL POSITION

ANALYSIS BY <i>[Signature]</i>	DATE <b>2-21-91</b>	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>[Signature]</i>	DATE <b>2-22-91</b>	COMMENT	DATE



give formal expression of support for the direction and recommendations set forth in the report. POST needs this so that the work performed will be consistent with legislative intent and perceived as such over the years. The ACR 58 Report identifies the need and potential benefits to law enforcement for introducing certain technology and facilities but concludes more research and development is needed. Potential benefits include reduced training time, more convenient delivery of training to agencies, increased training standardization and improved learning and retention.

- #2 The second element of the bill requires POST to conduct pilot projects with regard to needed training facilities and modern technology. As the ACR 58 Study Report indicates, preliminary results of pilot testing of technology are encouraging, but that experience and evaluation is an important precursor to full-scale deployment.
- #3 The third element of the bill requires POST to develop a plan for the acquisition or development of law enforcement training facilities with supporting technology. This research effort would continue to focus attention on this important need while specifics are developed.
- #4 The fourth element of the bill authorizes POST to enter into joint powers agreements with other governmental agencies. This authorization would establish a basis for POST and local agencies to engage in mutual ventures for facility acquisitions and technology development. An immediate example of a joint venture is a proposed acquisition of a portion of Mather AFB in Sacramento County to be operated as a regional law enforcement training facility.
- #5 The fifth element concerns exempting POST from the requirements of the Office of Information Technology (OIT) to review and approve projects involving the procurement of computer-based technology. Existing law establishing OIT oversight was directed at informational and privacy issues as it relates to the use of computers by state agencies. This requirement was never intended to apply to technology such as computer-based training, videodisc and simulators directed at training of local peace officers. Approving this exemption would clarify intent and eliminate potential for unnecessary time delays associated with processing feasibility studies and approvals, and clarify procurement procedures for vendors and others.

Comments

This proposed legislation is consistent with the Commission's previous direction to pursue follow-up legislation to the ACR 58 Study.

Recommendation

Support

# BILL ANALYSIS

Attachment G  
State of California  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

TITLE OR SUBJECT Appointment of Police Officers	AUTHOR Senator Morgan	BILL NUMBER SB 671
	RELATED BILLS	DATE LAST AMENDED 3-5-91

SPONSORED BY  
City of San Carlos

## BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

### General

Senate Bill 671 would:

1. Authorize city legislative bodies to designate a representative to approve the appointments of police officers made by a chief of police.

### Analysis

Government Code Section 38631 currently authorizes a chief of police to (1) appoint one or more police officers subject to the approval of the legislative body, and (2) appoint additional police officers with the concurrence of the mayor when they deem it necessary for the preservation of the public order.

Senate Bill 671 was introduced to relieve the burden of cities having to have city councils approve the appointments of individual officers. For those cities that elect to designate a representative, it also serves to remove the reported problem of city councils second guessing individual appointments especially after the individual officers are already on the job or assigned to an academy.

SB 671 does raise a potential problem of not placing any limits on who may be designated. Presumably, most city councils, if they choose to designate a representative, would identify the city manager.

### Comments

Because SB 671 does not appear to pose a serious problem, a neutral position is recommended.

### Recommendation

Neutral

## OFFICIAL POSITION

ANALYSIS BY <i>[Signature]</i>	DATE 3-29-91	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>[Signature]</i>	DATE 3-29-91	COMMENT	DATE

# BILL ANALYSIS

Attachment H  
State of California  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

TITLE OR SUBJECT POST Commission Size and Composition	AUTHOR Senator Ayala	BILL NUMBER SB 811
	RELATED BILLS	DATE LAST AMENDED 3-7-91

SPONSORED BY  
CAUSE - California Union of State Employees

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

## General

Senate Bill 811 would:

1. Increase the size of the POST Commission from 12 (11 members appointed by the Governor and the Attorney General serving as an Ex Officio member) to 14 members by providing that two more members be appointed by the Governor from the category of peace officers of the rank of sergeant or below with a minimum of five years' experience.
2. Expands the category from which the total of three members are required to be selected to include a marshal or state-employed peace officer.

## Analysis

Existing Penal Code Section 13500, which defines the size and composition of the POST Commission, specifies that the peace officer member of the rank of sergeant or below with a minimum of five years' experience must be a deputy sheriff or city police officer. SB 811 would expand the number to three and broaden the category to include marshal or state-employed peace officer.

To place SB 811 in perspective, some background on the POST Program is necessary. POST's statutory authority for establishing training and selection standards as identified in Penal Code Sections 13503 and 13510 is primarily local law enforcement. The Regular POST Reimbursement Program currently includes 526 agencies representing approximately 59,000 sworn officers from police and sheriffs' departments, district attorneys' offices, marshals, UC and CSU Police Departments, community college, school district and transit district police departments. Of the 59,000 total sworn officers, 55,108 or 93% are from police and sheriffs' departments.

The Commission, based upon its broad authority under Section 13503, has created a voluntary Specialized Law Enforcement Certification Program for primarily state-employed peace

OFFICIAL POSITION

ANALYSIS BY <i>[Signature]</i>	DATE 3-29-91	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>[Signature]</i>	DATE 3-29-91	COMMENT	DATE

officers, and currently there are 47 state and local agencies participating, representing 9,300 sworn officers.

The Commission established in 1968 the POST Advisory Committee which has representation from numerous law enforcement groups to provide input to the Commission. State specialized law enforcement as well as police labor groups are represented.

Based upon this background, SB 811 suggests the following questions:

1. SHOULD LAW ENFORCEMENT GROUPS BE REPRESENTED ON THE COMMISSION IF POST DOES NOT HAVE SPECIFIC STATUTORY AUTHORITY FOR THEIR STANDARDS?

SB 811 seeks to make eligible a state-employed peace officer for which the Commission has no specific statutory authority for establishing their standards.

2. SINCE STATE PEACE OFFICERS ARE NOT SPECIFICALLY INCLUDED IN THE POST PROGRAM AND ARE NOT ELIGIBLE FOR REIMBURSEMENT FROM THE PEACE OFFICER TRAINING FUND, SHOULD STATE PEACE OFFICERS BE ELIGIBLE TO SERVE IN A POLICY-MAKING ROLE TO GUIDE STANDARDS SETTING AND ADMINISTRATION OF THE POTF FOR THOSE WHO DO PARTICIPATE?

State peace officers on the Commission could cause conflicts of interest in making these decisions.

3. SHOULD MARSHALS BE SINGLED OUT FOR REPRESENTATION ON THE COMMISSION WHEN OTHER GROUPS ARE NOT?

POST currently has 13 Marshals' Offices participating in the reimbursement program which employ 1,367 sworn personnel or 2.3% of the total Regular Program personnel. Other groups participate in the POST Program who also are not represented including school district, community college district, state colleges and universities, etc.

4. SHOULD THE LAW PROVIDE FOR REPRESENTATION FROM THE LINE LEVEL OF SPECIFIED GROUPS WHEN THERE IS NO PROVISION FOR MANAGEMENT/EXECUTIVE REPRESENTATION ON THE COMMISSION FROM THOSE GROUPS?

Neither the marshals nor state-employed peace officers currently have management/executive representation on the Commission.

5. GIVEN THE DIVERSITY OF LAW ENFORCEMENT CLASSIFICATIONS, IS THE EXISTING POST ADVISORY COMMITTEE A MORE APPROPRIATE MEANS OF PROVIDING FOR REPRESENTATION?

Although marshals are not now represented on the POST Advisory Committee, state-employed peace officers are represented.

The primary purpose of SB 811 is to expand rank-and-file representation on the Commission. Proponents of this legislation consider this necessary because the Commission's actions very often impact the standards, training and services of POST to rank-and-file officers. Proponents are believed to have only generalized reasons for pursuing this legislation. No specific explanations of need for either expansion of rank-and-file membership or the inclusion of state and marshals officers have been received.

The proposed 14-member Commission, including the Attorney General, is within the range of size of most state boards and commissions. Two additional members should pose no significant administrative problems but would increase POST travel, per diem and miscellaneous costs by \$6,000 annually.

#### Comments

The Commission is a quasi-regulatory body established by the Legislature, and as such it is the Legislature's prerogative to change its size and composition. Ordinarily, the Commission would not take a position on such legislation.

**BILL ANALYSIS**

State of California  
 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
 1601 Alhambra Boulevard  
 Sacramento, California 95816-7083

TITLE OR SUBJECT Peace Officer Status: Private Postsecondary Education Institutions	AUTHOR Senator Presley	BILL NUMBER SB 1126
	RELATED BILLS	DATE LAST AMENDED 3-8-91

SPONSORED BY  
 Association of Independent Colleges and Universities

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

General

Senate Bill 1126 would:

1. Authorize the principal local law enforcement agency where a private postsecondary educational institution is located, upon the request of the president or chief executive officer of the private postsecondary educational institution, to appoint one or more persons to constitute a police department for the headquarters and for each campus. Persons employed and compensated as members of a California private university or college police department, when so appointed and sworn, are peace officers under similar limitations and powers as existing public university and college peace officers.
2. Establish requirement that a memorandum of understanding between the local law enforcement agency and a private institution of higher education be executed with certain specified content.
3. Require memoranda (MOU's) to include a requirement that all peace officers so appointed must meet the minimum standards for employment and training as prescribed by POST and that these training costs shall be paid by the employing educational institution.
4. Require that all peace officers so appointed shall be considered, for purposes of POST, to be continuously employed as peace officers and shall be eligible for the peace officer certification program.

Analysis

Currently, the only private postsecondary educational institutions interested in this proposed legislation are Stanford University and the University of Southern California, although the bill makes eligible all private postsecondary educational institutions. It is reported that these are the only private

OFFICIAL POSITION

ANALYSIS BY <i>Mr. Stone</i>	DATE 4-2-91	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>Monica C. Boehm</i>	DATE 4-2-91	COMMENT	DATE

postsecondary education institutions with the interest and resources necessary to qualify under this legislation.

Both Stanford and USC have private security providing police services with Stanford's security guards also deputized by Santa Clara Sheriff's Department as reserve officers. USC security force operates under an agreement with the Los Angeles Police Department which defines and limits their powers and duties. Proponents of this legislation indicate the need for the legislation is to establish a more effective and professional police force to combat serious crime problems.

Both Stanford and USC have requested POST to do a peace officer feasibility study required by Penal Code Section 13540 et al. Contractual negotiations are underway, and it is expected the study will begin within a few weeks.

It is uncertain at this time whether the study will be completed in time for the results to be taken into consideration by the Legislature in considering SB 1126.

SB 1126 poses a public policy issue of whether private organizations should be permitted by state law to appoint peace officers which has historically been limited to governmental agencies. The only exception to the general rule are the railroads which were granted authority to appoint peace officers many years ago. With SB 1126 the Legislature is faced with the dilemma of on one hand needing to ensure public protection on privately owned campuses and on the other with the prospect of establishing new precedent for other private concerns wanting the same authority to appoint peace officers. The bill's author asserts that the design of the legislation give some degree of control over the private university police to the local police chief or sheriff through the memorandum negates concerns about privatization of peace officers.

Because SB 1126 would make private university police permissively eligible for the POST certification program, POST would experience some additional costs for certificate issuance and periodic agency inspections for determining compliance with POST standards.

#### Comments

Because it would be premature for POST to take a position on this bill in advance of the peace officer feasibility study, a neutral position is recommended.

#### Recommendation

Neutral pending results of POST's peace officer feasibility study.



## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Informational Legislation

SB 150 (Deddah)	Custodial Officers: San Diego County
AB 183 (Ferguson)	Pain Compliance Techniques
SB 189 (Dills)	Driver Training Appropriation
SB 191 (McCorquodale)	Criminal Fines: Day-Fine System
AB 192 (Katz)	Gang Risk Intervention Program
SB 198 (Dills)	Driver Training Appropriation
SB 313 (Presley)	Training Requirement: Campus Chief of Security or Chief of Police
SB 421 (Watson)	Domestic Violence Training for State College and University Police
SB 528 (Dills)	Driver Training Penalty Assessment Fund
AB 761 (Horcher)	Penalty Assessments: Automated Identification Systems
SB 885 (Lockyer)	Percentage Formula for Penalty Assessments
AB 990 (Stathum)	Community College Safety Courses (Spot bill)
SB 998 (Rosenthal)	Civilian Review Boards
SB 1014 (Calderon)	Law Enforcement: Electronic Communications
SB 1075 (Roberti)	Arrest: Reasonable Force, Use of Force Policies

SB 1149  
(Presley)

Establishes Correctional Peace Officers'  
Commission

AB 1301  
(Klehs)

Training Addressing Prejudice-Based Incidents  
(Spot bill)

AB 1364  
(Cortese)

Fish and Game Peace Officers  
(Spot bill)

AB 2175  
(Boland)

Appointment of County Parole Officers

Commission on Peace Officer Standards and Training  
Advisory Committee Meeting  
April 17, 1991, 10 a.m.  
Holiday Inn Holidome, Sierra Room  
5321 Date Avenue  
Sacramento, CA

AGENDA

- |    |   |              |
|----|---|--------------|
| A. | Call to Order and Roll Call             | Chair        |
| B. | Approval of Minutes of Previous Meeting | Chair        |
| C. | Update on Ethics Training Videos        | Staff        |
| D. | Review of Commission Agenda             | Staff        |
| E. | Advisory Committee Member Reports       | Members      |
| F. | Commission Liaison Committee Remarks    | Commissioner |
| G. | Adjournment                             | Chair        |

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CALIFORNIA 95816-7083

POST Advisory Committee Meeting  
January 16, 1991  
Holiday Inn On-The-Bay  
San Diego, California

**MINUTES****CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Chairman John Clements.

**ROLL CALL OF ADVISORY COMMITTEE MEMBERS**

Present: Don Brown, Calif. Organization of Police and Sheriffs  
Jay Clark, Calif. Assoc. of Police Training Officers  
John Clements, Calif. Highway Patrol  
Donald Forkus, Calif. Peace Officers' Assoc.  
Derald Hunt, Calif. Assoc. of Administration of Justice  
Educators  
Dolores Kan, Women Peace Officers' Assoc. of Calif.  
Joe McKeown, Calif. Academy Directors' Assoc.  
Cecil Riley, Calif. Specialized Law Enforcement

Absent: Charles Brobeck, Calif. Police Chiefs' Assoc.  
Douglas Burris, California Community Colleges  
Cois Byrd, Calif. State Sheriffs' Assoc.  
Marcel Leduc, Peace Officers' Research Assoc. of Calif.  
Carolyn Owens, Public Member  
Judith Valles, Public Member

Commission Advisory Liaison Committee Members present:

Commissioner Carm Grande  
Commissioner Edward Maghakian

POST staff present:

Norman Boehm, Executive Director  
Glen Fine, Deputy Executive Director  
John Berner, Bureau Chief, Standards & Evaluation  
Ken O'Brien, Bureau Chief, Training Program Services  
Hal Snow, Assistant Executive Director  
Dave Spizak, Senior Law Enforcement Consultant  
Darrell Stewart, Bureau Chief, Special Projects  
Imogene Kauffman, Executive Secretary

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

MOTION - Forkus, second - Hunt, carried unanimously to

approve the minutes of the October 31, 1990 Advisory Committee Meeting at the Radisson Hotel in Sacramento.

**COMMUNITY COLLEGE ADA SUPPORT OF INSERVICE PUBLIC SAFETY COURSES REPORT**

As a result of a request from the POST Advisory Committee to the Commission at the July 1990 meeting, a survey questionnaire was developed to survey community colleges as to the impact of the ADA growth cap upon law enforcement training. The results of the questionnaire were presented and are made Attachment "A" of the minutes. Following discussion of the problem, this action was taken:

MOTION - Forkus, second - McKeown, carried unanimously that the Advisory Committee encourage the Commission to accept the staff recommendation that staff continue to monitor the problem closely and that POST remain open to supporting the efforts of any association(s) to deal with the ADA cap problem and support the legislation if the Commission is comfortable with it.

**PRE-EMPLOYMENT DRUG TESTING REPORT**

It was reported that POST has no requirement for pre-employment drug screening, nor are there any legal requirements. A survey of local agencies was made to determine the current status of drug testing.

A response return of 78% was received. One-third of the agencies said they had a program in place and are satisfied with their program. Eighty percent of the agencies responded that POST should be involved in some way in supplying guidelines for drug testing. The results of the survey are to be presented to the Long Range Planning Committee for further instructions. This survey was distributed and is made Attachment "B" to these minutes.

**CULTURAL AWARENESS/COMMUNICATIONS TRAINING STUDY UPDATE**

It was reported that, as a result of SB 2680, the Cultural Awareness Training and Guidelines Project is underway. The Training Design Advisory Committee, comprised of 10 chiefs and ranking officers from California law enforcement, has met and made recommendations to project staff on the basic framework the training should take pursuant to Penal Code Section 13519.4. These recommendations will be merged with the soon-to-meet Cultural Advisory Committee "content" recommendations.

The Cultural Advisory Committee effort will focus on specific material concerning immigrant and racial groups that will be considered for inclusion in the cultural awareness training and guidelines, or will be considered for supplemental material that could be developed at a future time.

The training and guidelines are scheduled to be completed by the end of June 1991.

#### ACR 58 REPORT AND VIDEO

Copies of the final ACR 58 Report, "California Law Enforcement Training in the 1990's - A Vision of Excellence", were handed out. It was reported that copies had also been distributed to the Legislature. It will also be mailed to all agencies participating in the POST Program and all POST-certified presenters. A video tape, which goes along with the report, had been made which explains the needs and the recommendations. The tape, which will be mailed to the Advisory Committee and the Commission, was shown. It was urged that the members go back to their respective associations they represent on the Advisory Committee to secure all the legislative support possible.

The ACR 58 Study Committee and staff were highly commended for the report and the video tape.

#### REVIEW OF COMMISSION AGENDA

Staff reviewed the January 17, 1991 Commission meeting agenda and responded to questions and discussion on the issues.

#### ADVISORY COMMITTEE MEMBER REPORTS

Calif. Academy Directors' Assoc. - Joe McKeown reported on his attendance at a POST-instituted pilot program in Contra Costa County for the purpose of conducting the reading and writing examination test on a cooperative basis. This job fair and testing program was given on January 12, 1991 and was a tremendous success. Seven hundred eighty people were tested. Hopefully the process used will cut down on the redundancy of testing and enhance the recruitment process statewide. This was an example of how POST and a group of agencies through the Chiefs' Association were able to have a good working relationship at a minimal cost. The next step will be to put a tracking system in place to see what happens to the participants and try regional testing on a pilot basis.

Calif. Assoc. of Police Training Officers - Jay Clark reported that CAPTO is continuing with a plan to establish a computer-based bulletin board which will enhance the ability to more effectively provide information and communication links to the membership. Work has begun to formulate this year's conference. The 1991 Training Conference will be held at the El Rancho Tropicana Resort Hotel in Santa Rosa October 15-17, 1991. The conference theme will be "Back to the Basics and Training for the Future."

Calif. Assoc. of Administration of Justice Educators - Derald Hunt reported CAAJE is finalizing its April 26-28 conference program to be held in San Diego at the Embassy Suites Hotel. The conference theme will be "Training in the 1990's". Several presentations have been planned on computer and video disc programs. CAAJE is also doing a compliance study of their AA Degree, five core course curriculum. These are the courses offered by community colleges and required of all Administration of Justice majors.

Calif. Organization of Police and Sheriffs - Don Brown announced that as of December 31, Burbank Police Department has a new Chief of Police, David Nusham. He also reported that COPS will have their annual Labor Relations Seminar in Palm Springs June 8-9. There will be a heavy emphasis on the changes in Section 3300 and 3500 of the Government Code.

Women Peace Officers' Assoc. of Calif. - Dolores Kan announced that the WPOA will be meeting January 19-20 in Monterey. A one-day training seminar is planned for the 19th and an Executive Board meeting on the 29th.

California Highway Patrol - John Clements announced that the CHP Commissioner Maury Hannigan has been reappointed by the Governor. He also announced that a couple of cadet classes had to be cancelled due to budgetary problems. The next academy class will be the later part of May or early June.

#### ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 12:40.

*Imogene*

Imogene Kauffman  
Executive Secretary

## Commission on Peace Officer Standards and Training

## IMPACT OF COMMUNITY COLLEGE ADA GROWTH CAP

Survey Questions

(Name) (Title) (Community College)

1. Was there an ADA Cap problem at your college for Academic Year 89-90?

Yes No

- 1a. If yes, did the ADA Cap limit your ability to present new course presentations to meet identified agency training needs?

38 11  
(78%) (22%)

Yes No

23 15  
(61%) (39%)

If yes, state number of courses where a newly identified agency training need could not be met

17 Responses

9 (53%) = Two or less  
1 (6%) = Four  
1 (6%) = Ten  
2 (12%) = Twenty  
1 (6%) = Thirty  
2 (12%) = Level I Reserve Academy  
1 (6%) = Basic Academy

- 1b. If yes, did the ADA Cap Limit your ability to expand the number of existing course presentations in order to meet additional identified agency training needs for existing courses?

Yes No

17 21  
(45%) (55%)

If yes, state number of additional course presentations where identified agency training needs could not be met

12 Responses

6 (50%) = Two or less  
2 (16%) = Three



- 1 (8%) = Four
- 1 (8%) = Fifteen
- 1 (8%) = Twenty
- 1 (8%) = Forty

2. Do you anticipate an ADA Cap problem at your college for Academic Year 90-91?

Yes	No
40	9
(82%)	(18%)

2a. If yes, do you anticipate that the ADA Cap at your college will limit your ability to present new course presentations to meet newly identified agency training needs?

Yes	No
30	10
(75%)	(25%)

If yes, state number of courses where a newly identified agency training need will not be able to be met

#### 15 Responses

- 4 (27%) = Two or less
- 2 (13%) = Four
- 3 (20%) = Five
- 1 (1%) = Twenty
- 1 (1%) Limited marketing already
- 1 (1%) Depends on spring enrollment
- 1 (1%) Hold growth at current levels
- 1 (1%) 400 to 500 hours in-service
- 1 (1%) Anticipate more requests than ADA Cap will allow

2b. If yes, do you anticipate that the ADA Cap at your college will limit your ability to expand the number of existing course presentations in order to meet additional identified agency training needs for existing courses?

Yes	No
28	12
(70%)	(30%)

If yes, state number of additional presentations of existing courses that will not be able to be met

#### 13 Responses

- 2 (15%) = Two or less
- 1 (8%) = Three
- 3 (23%) = Five
- 3 (23%) = Seven

- 2 (15%) = Twenty
- 1 (8%) = Forty
- 1 (8%) = Hold to current level

3. Are you aware of any other adverse impact on Public Safety training programs at your college?

Yes	No
18 (37%)	31 (63%)

If yes, please explain:

5 Responses:

- No increase in part-time instructor budget
- Reduction in funding for training equipment
- Reduction in available facilities
- Fire academy
- Basic correction

4. Have you been required to limit or control enrollment in your courses?

Yes	No
22 (45%)	27 (55%)

If yes, please explain:

7 Responses

- Classroom size and availability
- Reduction in number of classes allowed
- (4 comments) cannot exceed Cap
- Only in pre-service AJ

5. What has been your recent experience in enrollment trends at your college?

Up	Down	Stable
47 (96%)	0	2 (4%)

6. Do you believe that an exemption from the ADA Cap should be pursued for statewide mandated law enforcement training programs? Yes

Yes	No
48 (98%)	1 (2%)

## SURVEY RESULTS

## LOCAL AGENCY PRE-EMPLOYMENT DRUG SCREENING PRACTICES

## Response Rate:

451 of the 580 agencies surveyed returned completed questionnaires, representing an overall return rate of 77.8%. The return rate for sheriffs' departments was 87.9%; for municipal police departments 78.8%.

## Prevalence of Pre-Employment Drug Screening Programs:

Slightly over one-third of the responding agencies (35.9%) reported having a drug screening program. Drug testing was more frequently reported as being conducted by municipal police departments (46.4%) than by sheriffs' departments (33.3%) or "other" departments (12.4%).<sup>1</sup> Testing was also \*more frequently reported by agencies located in the southern part of the state (44.9%) than by agencies located in the central (34.2%) or northern (28.0%) regions. Among municipal police and sheriffs' departments, large departments more often reported drug testing (59.3%) than medium-sized departments (43.2%) or small departments (39.3%).<sup>2</sup>

## Characteristics of Existing Pre-Employment Drug Screening Programs:

On average, existing drug screening programs have been in place 3.0 years.

The most frequently cited reasons for implementing a program were concerns over increased drug use by the public at large (83.3%) and dissatisfaction with other screening procedures for detecting past/current drug users (37.0%).

The vast majority of agencies with a program report being either "very satisfied" (45.3%) or "satisfied" (45.9%) with the program.

Urine specimens are analyzed in almost nine out of every ten programs (88.9%); blood specimens were reported as being collected as part of 22.8% of the programs (some agencies reported collecting either or both). Specimens are most often collected at the time of the pre-employment

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<sup>1</sup>"Other" agencies includes college/university police departments, state agencies, marshals' offices, etc.

<sup>2</sup>For purposes of data analysis, "large" agencies were defined as those with over 200 employees, "medium-sized" agencies as those with 50 to 200 employees, and "small" agencies as those with fewer than 50 employees.

are most often collected at the time of the pre-employment medical examination (84.2%), and the candidate is typically given no advance notification that a specimen will be collected (42.0%), or is given less than one week's advance notification (19.1%).

The most common precautions used to ensure the integrity of testing are sealing the specimens in tamper-proof bags or with tamper-proof tape (56.2%); questioning the candidate at the time of specimen collection as to the use of prescription or non-prescription medications (53.1%); using chain-of-custody forms (46.3%); requiring photo identification at the time of specimen collection (41.4%); and observing the candidate during specimen collection (35.8%).

Typically only those specimens that test positive are retained, with the most common retention period being 12 months.

Approximately four out of ten survey respondents (40.7%) were unable to identify the specific test protocol used for initial screening. Among those who had this knowledge, the EMIT (Enzyme Multiplied Immunoassay Technique) protocol was most often reported (54.2%).

A like number of respondents (38.9%) were unaware of the protocol used for confirmatory testing. Gas Chromatography/Mass Spectrometry (GC/MS) was most often reported as the test used among those who knew (72.7%).

Very little reliable information was obtained regarding the costs to local agencies for testing, and thus no results are reported in the attachment by specific test. Best estimates based on the limited cost data that were provided are that per candidate costs average about \$30 for initial testing and \$37 for confirmatory testing. For those agencies that pay a flat per candidate fee (which covers both initial testing and confirmatory testing, if necessary) the average cost was found to be \$54. Fees were found to vary considerably, with larger agencies generally paying less per candidate. The lowest reported per candidate fees were \$7 for initial testing and \$17 for confirmatory testing.

The substances most often reported as being tested for were cocaine (89.5%), amphetamines (88.3%), barbiturates (83.3%), marijuana (83.3%), and phencyclidine (74.1%). Slightly more than one in five agencies (20.4%) reported that they also test for steroids. The specific substances tested for were "unknown" by 6.2% of the agencies.

Approximately one-third of the agencies were unable to provide estimates of the percentages of candidates who test positive for each of the various substances. For those who

did provide this information, the average overall positive test rate (i.e., "hit rate" for all substances combined) was .91%, and 74.5% of the agencies reported never having a candidate test positive. By individual substance, the highest average positive test result rates were for marijuana (.23%) and cocaine (.21%). In general, the reported percentages of candidates who test positive were not found to vary as a function of agency type, agency size, or geographic location.

Approximately half of the agencies (49.3%) reported that they have an appeal process for those candidates who test positive. The average reported appeal rate was less than one percent (.9%).

Slightly less than one in five (17.9%) of the agencies that reported not having a drug screening program indicated that they gave serious consideration to implementing such a program and then decided against doing so. The reasons most often cited for deciding against implementation were legal concerns (50.0%) and funding concerns (31.3%).

As shown in the responses to question #24 below, agency preferences with respect to POST involvement in pre-employment drug screening vary considerably. No significant differences in the pattern of responses to this question were found by agency type, agency size, or geographic location. Interestingly, those agencies that currently have a drug screening program more frequently expressed a preference for either alternative a (POST should take no action; 7.3%) or alternative d (POST should require drug screening, but leave the specifics to local agencies; 17.2%).

24. Check below the statement which best describes your preference with respect to POST involvement in pre-employment drug testing: (check one)
- a. POST should take no action [5.1%]
  - b. POST should provide general information to those agencies that wish to establish their own programs [24.9%]
  - c. POST should publish drug testing guidelines for use by local agencies [32.5%]
  - d. POST should require that all agencies conduct pre-employment drug testing, but leave the specifics as to testing procedures and screening criteria to the discretion of the local agency [11.8%]

- e. POST should require that all agencies conduct pre-employment drug testing and should further specify the testing procedures and screening criteria that must be used [24.7%]
- f. Other (specify) [1.2%]

#### Polygraph Testing:

Several questions were also asked about pre-employment polygraph examinations. Approximately half of the agencies (49.1%) reported using pre-employment polygraphs. Most frequently, the polygraph is administered to all candidates (82.5% of the time), as opposed to selectively. Seventy-one percent of the agencies reported that private firms conduct all or some of the exams. With few exceptions, questions about prior/current drug use are a routine part of the exams.

Attachment

# POST SURVEY OF LOCAL AGENCY PRE-EMPLOYMENT DRUG TESTING POLICIES AND PRACTICES

DEPARTMENT \_\_\_\_\_

DO NOT WRITE IN THIS SPACE

YOUR NAME \_\_\_\_\_

DATE \_\_\_\_\_

TELEPHONE NUMBER  
( ) \_\_\_\_\_

If your agency does not currently have a pre-employment drug testing program, check (✓) here ☐ and proceed to Question #22.

1. How long has your agency had a pre-employment drug testing program? AVG: 3 years 0 months
2. Approximately how many candidates have been tested to date? AVG: 275.7
3. Approximately what percentage of candidates fail to appear for drug testing? AVG: .56%
4. What prompted your agency to institute a drug testing program? (check all that apply)
  - 83.3% a. ☐ Concerns over increased drug use by public at large
  - 37.0% b. ☐ Dissatisfaction with other procedures for identifying past/current drug users (e.g., background investigation)
  - 11.1% c. ☐ Instances of unlawful use/possession of illegal drugs by incumbent officers
  - 10.5% d. ☐ Instances of misuse/abuse of controlled substances by incumbent officers (e.g., alcohol, prescription medications)
  - 12.3% e. ☐ Action initiated by City Council, Board of Supervisors, etc.
  - 6.2% f. ☐ Concerns from outside the agency (e.g., citizens' groups)
  - 25.9% g. ☐ Experiences reported by other departments with drug testing programs
  - 11.1% h. ☐ Costs to conduct such a program became reasonable
  - 16.0% i. ☐ Concerns over legality of such programs lessened (case law decisions)
  - 13.6% j. ☐ Other (specify) \_\_\_\_\_

5. Have there been any organized objections to the program? Please explain. \_\_\_\_\_

"YES" - 0.6% ; "NO" - 99.4%

6. In general, how satisfied are you with the program? (check one)

- 3% a. ☐ Very satisfied
- 0.6% c. ☐ Dissatisfied
- 7.5% e. ☐ Too early to tell
- 45.9% b. ☐ Satisfied
- 0.6% d. ☐ Very dissatisfied

7. With respect to your program, what type of specimen is collected and analyzed?

22.8% ☐ Blood 88.9% ☐ Urine 1.9% ☐ Other (specify) \_\_\_\_\_

8. How many specimens are collected from each candidate?

59.2% ☐ One 19.8% ☐ Two 21.0% ☐ Don't know

9. When are the specimens collected? (check one)

- 5.1% a. ☐ Just prior to the medical examination
- 84.2% b. ☐ At the time of the medical examination
- 0.6% c. ☐ Just prior to the background investigation
- 1.3% d. ☐ At the time of the background investigation
- 7.0% e. ☐ Timing of specimen collection varies
- 1.9% f. ☐ Other (specify) \_\_\_\_\_

10. How far in advance are candidates notified of the actual time and date when the specimen(s) will be collected? (check one)

- 42.0% a. ☐ No prior notification is given
- 5.7% b. ☐ 24 hours or less
- 6.4% c. ☐ 48 hours or less
- 7.0% d. ☐ 72 hours or less
- 19.1% e. ☐ One week or less
- 3% f. ☐ Two weeks or less
- 15.9% g. ☐ Other (specify) \_\_\_\_\_

11. Where are the specimens collected? (check one)
- 3.9% a. ☐ On site (at the department)
- 90.3% b. ☐ At the site of the medical examination
- 3.2% c. ☐ At the lab where the specimens are analyzed
- 1.3% d. ☐ Site varies depending on circumstances
- 1.3% e. ☐ Other (specify) \_\_\_\_\_
12. Who collects the specimens? (check one)
- 4.4% a. ☐ Department staff
- 86.1% b. ☐ Medical personnel (examining physician or physician's designee)
- 7.0% c. ☐ Staff from lab that analyzes the specimen
- 0.6% d. ☐ Varies depending on circumstances
- 1.9% e. ☐ Other (specify) \_\_\_\_\_
13. What precautions are taken to ensure the integrity of the testing process? (check all that apply)
- 28.4% a. ☐ Collection site is searched before collection of each specimen
- 36.8% b. ☐ Candidates are observed during specimen collection
- 41.4% c. ☐ Candidates are required to present photo ID at time of specimen collection
- 9.3% d. ☐ Candidates are advised in advance against use of certain non-prescription medications
- 53.1% e. ☐ Candidates are questioned at time of specimen collection concerning use of prescription and non-prescription medications
- 46.3% f. ☐ Custody of specimens is documented via chain of custody forms
- 56.2% g. ☐ Specimens are sealed in tamper-proof bags or with tamper-proof tape
- 19.8% h. ☐ Other (specify) \_\_\_\_\_
14. Who analyzes the specimens? (check one)
- 3.2% a. ☐ Department staff do initial testing, with confirmation testing done by outside source
- 72.8% b. ☐ Staff at privately owned lab do all testing
- 3.8% c. ☐ Staff at publicly owned lab do all testing
- 15.8% d. ☐ Staff at location of medical examination do all testing
- 4.4% e. ☐ Other (specify) \_\_\_\_\_
15. How long are the specimens kept? (check one)
- 10.9% a. ☐ All specimens are destroyed immediately after analysis
- 14.7% b. ☐ Only those specimens that test positive are retained--retention period unknown or varies
- 26.9% c. ☐ Only those specimens that test positive are retained--retention period is \_\_\_\_\_ months (specify) AVG: 13.9
- 6.4% d. ☐ All specimens are retained--retention period unknown or varies
- 7.7% e. ☐ All specimens are retained--retention period is \_\_\_\_\_ months (specify) AVG: 9.4
- 33.3% f. ☐ Don't know
16. What measures does your agency take to ensure the quality of the testing lab it uses? (check all that apply)
- 38.3% a. ☐ Require that lab be certified by the National Institute on Drug Abuse
- 14.2% b. ☐ Require that lab participate in the Inter-Lab Comparison Program sponsored by the College of American Pathologists
- 24.7% c. ☐ Require that lab be accredited by the College of American Pathologists
- 4.3% d. ☐ Require other certification (please specify) \_\_\_\_\_
- 14.2% e. ☐ Other (please specify) \_\_\_\_\_
- 39.5% f. ☐ Don't know
17. What initial drug screening test does your agency use? (for test used, please indicate approximate cost.)
- 7.4% a. ☐ TLC (Thin Layer Chromatography)
- 2.5% b. ☐ HPTLC (High Performance Thin Layer Chromatography)
- 4.3% c. ☐ GLC (Gas Liquid Chromatography)
- 8.6% d. ☐ GC/MS (Gas Chromatography/Mass Spectrometry)
- 0.0% e. ☐ HPLC (High Pressure Liquid Chromatography)
- 6.2% f. ☐ RIA (Radioimmunoassay)
- 32.1% g. ☐ EMIT (Enzyme Multiplied Immunoassay Technique)
- 9.3% h. ☐ Other (please specify) \_\_\_\_\_
- 40.7% i. ☐ Don't know
- Cost per candidate
- |    |       |
|----|-------|
| \$ | _____ |
| \$ | _____ |
| \$ | _____ |
| \$ | _____ |
| \$ | _____ |
| \$ | _____ |
| \$ | _____ |
| \$ | _____ |



18. What confirmatory test does your agency use? (for test used, please indicate approximate cost.)

Cost per candidate

4.9% a.	TLC (Thin Layer Chromatography)	\$	
3.1% b.	HP TLC (High Performance Thin Layer Chromatography)	\$	
4.3% c.	GLC (Gas Liquid Chromatography)	\$	
4.4% d.	GC/MS (Gas Chromatography/Mass Spectrometry)	\$	
0.0% e.	HPLC (High Pressure Liquid Chromatography)	\$	
0.0% f.	RIA (Radioimmunoassay)	\$	
3.1% g.	EMIT (Enzyme Multiplied Immunoassay Technique)	\$	
3.7% h.	Other (please specify) _____	\$	
38.9% i.	Don't know		

19. For what substances does your agency test? (Please check all that apply.) For each substance tested for, indicate the approximate percentage of candidates who test positive.

		% who test positive
46.9% a.	Alcohol	.07%
98.3% b.	Amphetamines	.03%
83.3% c.	Barbiturates	.02%
67.3% d.	Benzodiazepines	.05%
89.5% e.	Cocaine	.21%
93.3% f.	Marijuana	.23%
88.3% g.	Opiates	.02%
74.1% h.	Phencyclidine	.00%
20.4% i.	Steroids	.00%
22.8% j.	Other (please specify) _____	.22%
6.2% k.	Don't know	

AVERAGES:

Percentage of candidates who test positive overall AVG: .91%

(Note: Overall percentage should equal total of percentages reported for individual substances)

20. What standards for cutoff levels (nanograms per milliliter at which test results are considered positive) has your agency adopted?

- 3.3% a. IACP standards
- 36.0% b. National Institute on Drug Abuse standards
- 14.0% c. Other standards (please name source and if possible attach copy of standard) \_\_\_\_\_
- 46.7% d. Don't know

21. If an individual tests positive after the confirmatory test, does your agency have an appeals process?

49.3% ☐ Yes      50.7% ☐ No

If "yes," please describe the process: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approximately what percentage of disqualified applicants appeal? AVG: .90%

Proceed to Question #23.

(Note: Answer this question only if your agency does not have a pre-employment drug testing program.)

22. Did your agency ever have a pre-employment drug testing program?

☐ Yes 282 ☐ No

If "yes," indicate below the reasons why the program was discontinued: (check all that apply)

- ☐ a. Adverse legal decision
- ☐ b. Program was not cost effective
- ☐ c. Lack of funds to pay for program
- ☐ d. Dissatisfaction with lab service
- ☐ e. General concerns about integrity of program
- ☐ f. Suspicion that candidates were learning how to "beat the system"
- ☐ g. Program was difficult to administer properly
- ☐ h. Other (specify) Personnel department let it lapse

If "no," did your agency ever give serious consideration to implementing a drug testing program and then decide against doing so?

17.9% ☐ Yes 82.1% ☐ No

If "no," proceed to Question #23

If "yes," indicate below the reasons why you decided against implementation: (check all that apply)

- 31.3% a. Required funds not available
- 18.8% b. Concerns over cost effectiveness of such programs
- 50.0% c. Concerns over legality of such programs
- 12.5% d. No reputable labs in vicinity
- 29.2% e. Concerns over ability to administer program appropriately
- 18.8% f. Request for approval to implement program was denied (by City Hall, Board of Supervisors, etc.)
- 35.4% g. Other (specify) \_\_\_\_\_

### Use of Polygraph

23. Do you currently conduct pre-employment polygraph examinations?

49.1% ☐ Yes 50.9% ☐ No

If "yes," who must take a polygraph examination? (check one)

- 82.5% a. All candidates who are ultimately hired
- 12.7% b. Some, but not all candidates who are ultimately hired (i.e., decision to administer polygraph is made on a case-by-case basis)
- 4.7% c. Other (specify) \_\_\_\_\_

Who administers the polygraph? (check all that apply)

- 21.3% a. We do (Departmental/Agency Personnel)
- 12.5% b. Personnel from another Law Enforcement Agency
- 71.3% c. Private Individual/Firm
- 9% d. Other (specify) \_\_\_\_\_

Are questions asked about prior/current drug use as part of the polygraph examination? (check one)

92.4% ☐ Yes, always 7.6% ☐ Sometimes ☐ No

24. Check below the statement which best describes your preference with respect to POST involvement in pre-employment drug testing: (check one)

- 5.1% a. POST should take no action
- 24.9% b. POST should provide general information to those agencies that wish to establish their own programs
- 32.5% c. POST should publish drug testing guidelines for use by local agencies
- 11.8% d. POST should require that all agencies conduct pre-employment drug testing, but leave the specifics as to the testing procedures and screening criteria to the discretion of the local agency
- 24.7% e. POST should require that all agencies conduct pre-employment drug testing and should further specify the testing procedures and screening criteria that must be used
- 1.2% f. Other (specify) \_\_\_\_\_

Thank you for taking the time and effort to complete the survey. If you would like to receive a copy of the results, please provide your name and address in the space provided. Please return the completed survey by November 9th in the envelope provided to POST, 1601 Alhambra Blvd., Sacramento, CA. 95816-7083.



# WOMEN PEACE OFFICERS ASSOCIATION OF CALIFORNIA, INC.

1990 - 1991

President

CAROLYN ROBERSON  
ABC - Sacramento

First Vice President

ALEXIA VITAL-MOORE  
Los Angeles County  
Sheriff's Dept.

Second Vice President

SHARON EDWARDS  
Contra Costa County  
Sheriff's Dept.

Third Vice President

MARY LANDRETH  
Los Angeles County  
Sheriff's Dept.

Fourth Vice President

ESTER SMITH  
Dept. of Justice

Recording Secretary

LEISHA LEKAWA  
Culver City  
Police Dept.

Sergeant-at-Arms/Chaplain

LAURA LORMAN  
West Valley College  
Police Dept.

\*\*\*\*\*

Executive Director

LYNN G. HEYWOOD  
Garden Grove Police  
Dept. (Retired)

Treasurer

BETTY CUNNINGHAM  
San Jose Police  
Dept. (Retired)

April 3, 1991

Floyed Tidwell, Chairman  
Commission on P.O.S.T.  
1601 Alhambra  
Sacramento, CA 95816

Dear Mr. Tidwell:

The Executive Board of the Women Peace Officers Association has voted to nominate Dolores Kan to be re-appointed as our representative on your Commission for a 3-year term ending in September 1994.

Dolores has served our Association, and I believe your Commission, well for the past three years, and we are pleased she has agreed to serve another term.

Thank you for your consideration.

Sincerely,

Carolyn Roberson  
President

cc: Dolores Kan

## DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CA 95816-7083GENERAL INFORMATION  
(916) 739-5328EXECUTIVE OFFICE  
(916) 739-3864

## BUREAUS

Administrative Services  
(916) 739-5354Center for Leadership  
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(916) 739-3868Standards and Evaluation  
(916) 739-3872Training Delivery Services  
(916) 739-5394Training Program Services  
(916) 739-5372Course Control  
(916) 739-5399Professional Certificates  
(916) 739-5391Reimbursements  
(916) 739-5367Resource Library  
(916) 739-5353

February 20, 1991

Carolyn Roberson, President  
Women Peace Officers' Association  
Chief, Hearing and Legal  
Department of Alcohol and Beverage Control  
1901 Broadway  
Sacramento, CA 95818

Dear President Roberson:

As you know, Dolores Kan currently represents WPOA on the POST Advisory Committee, serving a term that expires in September of 1991.

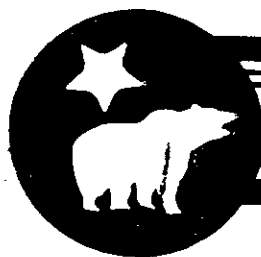
In order that the Commission may act, at the April meeting, to appoint a representative of your organization to serve for a three-year term of office as a member of the POST Advisory Committee, beginning in September 1991, we would appreciate receiving the name of your nominee by April 1, 1991.

Sincerely,



FLOYD TIDWELL  
Commission Chairman

MISSISSIPPI  
MAR 25 5 26 AM



California Association of Police Training Officers

**CAPTO**

"PROFESSIONALIZATION THROUGH TRAINING"

Executive Secretary  
ART GARRETT  
Alameda County  
District Attorney's Office  
1225 Fallon Street, Room 900  
Oakland, CA 94612  
(415) 272-6327

March 25, 1991

Dear Sheriff Tidwell,

The California Association of Police Training Officers is proud to place the name of Jay Clark as our nominee to represent CAPTO on the POST Advisory Committee.

Sincerely,

Arthur L. Garrett  
Executive Secretary

DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD  
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(916) 739-5367Resource Library  
(916) 739-5353

February 19, 1991

CAPTO President

% Art Garrettt, Executive Secretary

Alameda County District Attorney's Office

1225 Fallon St., Room 900

Oakland, CA 94612

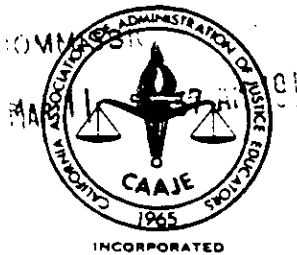
Dear Mr. Garrett:

As you know, Jay Clark currently represents CAPTO on the POST Advisory Committee serving a term that expires in September of 1991.

In order that the Commission may act, at the April meeting, to appoint a representative of your organization to serve for a three-year term of office as a member of the POST Advisory Committee, beginning in September 1991, we would appreciate receiving the name of your nominee by April 1, 1991.

Sincerely,

  
FLOYD TIDWELL  
Commission Chairman



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CALIFORNIA ASSOCIATION OF ADMINISTRATION OF JUSTICE EDUCATORS

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Dr. Leon C. Hoffman — President

March 5, 1991

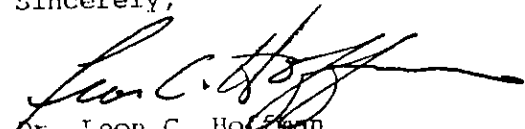
Floyd Tidwell, Commission Chairman  
Commission on Peace Officer Standards and Training  
1601 Alhambra Blvd.  
Sacramento, CA 95816-7083

Dear Mr. Tidwell.

In response to your February 19, 1991 letter I nominate Deraid Hunt for another three-year term as a member of the POST Advisory Committee. Dr. Hunt is a Life Member and the Business Manager of CAAJE, a retired college professor, an ex-police officer as well as an accomplished author of Law Enforcement and Administration of Justice text books. He also maintains the CAAJE Newsletter and is looked upon as the center of communications for our association. I know he has served POST and our association well in the past and I am sure he will continue to do so.

If you have anything else you would like from CAAJE, please call upon me. Our members and myself have committed our teaching careers to the professionalization of law enforcement and service to the Administration of Justice system.

Sincerely,



Dr. Leon C. Hoffman

cc: Hunt

**GROSSMONT COLLEGE**

8800 GROSSMONT COLLEGE DRIVE, EL CAJON, CALIFORNIA 92020-1799 (619) 465-1700

DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CA 95816-7083GENERAL INFORMATION  
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Standards and Evaluation

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Training Delivery Services

(916) 739-5394

Training Program Services

(916) 739-5372

Course Control

(916) 739-5399

Professional Certificates

(916) 739-5391

Reimbursements

(916) 739-5367

Resource Library

(916) 739-5353

February 19, 1991

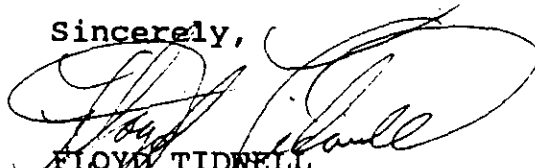
Dr. Leon C. Hoffman, President  
CAAJE  
Grossmont College  
8800 Grossmont College Drive  
El Cajon, CA 92020-1799

Dear President Hoffman:

As you know, Derald Hunt currently represents CAAJE on the POST Advisory Committee serving a term that expires in September of 1991.

In order that the Commission may act, at the April meeting, to appoint a representative of your organization to serve for a three-year term of office as a member of the POST Advisory Committee, beginning in September 1991, we would appreciate receiving the name of your nominee by April 1, 1991.

Sincerely,



FLOYD TIDWELL  
Commission Chairman





# Peace Officers Research Association *of California*

March 13, 1991

Floyd Tidwell, Chairman  
Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083

Dear Chairman Tidwell:

Per your request, I am nominating Officer Joe Flannagan of the Alhambra Police Department as PORAC's representative to the POST ADVISORY COMMISSION. The Commission may remember that Officer Flannagan participated in the ACR 58 study committee as our representative. Joe is also a member of the PORAC Executive Committee and would therefore have direct and constant communication with the leadership of PORAC.

This nomination has been discussed with both Joe Flannagan and Marcel Leduc. Please consider this request and contact me if you have further questions. As a courtesy to you and the Commission, I wish to inform you that I am going to request, through the Governor's Office, that Marcel Leduc be appointed to fill the position to be vacated by Carm Grande on the POST Commission.

Sincerely,

B.D. STONE  
President

BDS/cab

cc: Joe Flannagan  
Marcel Leduc

COMMIS. ON POST  
MAR 15 9 03 AM '91

## DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CA 95816-7083GENERAL INFORMATION  
(916) 739-5328EXECUTIVE OFFICE  
(916) 739-3864

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February 19, 1991

Bud Stone, President  
P.O.R.A.C.  
1911 F Street  
Sacramento, CA 95814

Dear President Stone:

As you know, Marcel Leduc currently represents PORAC on the POST Advisory Committee serving a term that expires in September of 1991.

In order that the Commission may act, at the April meeting, to appoint a representative of your organization to serve for a three-year term of office as a member of the POST Advisory Committee, beginning in September 1991, we would appreciate receiving the name of your nominee by April 1, 1991.

Sincerely,

  
FLOYD TIDWELL  
Commission Chairman



# California Peace Officers' Association

1485 River Park Drive, Suite 200, Sacramento, CA 95816-7083

MAR 15 9 04 AM '91

March 13, 1991

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Norm Boehm  
Executive Director  
P.O.S.T.  
1601 Alhambra Blvd.  
Sacramento, CA 95816-7083

Dear Mr. Boehm:

For the past three years, Chief Don Forkus of the Brea Police Department has served on the P.O.S.T. Commission as the California Peace Officer's Association's (CPOA) representative. As President of CPOA, I would like to appoint Chief Forkus to serve another three year term to the Commission beginning in September of 1991.

The California Peace Officer's Association appreciates the opportunity to serve the P.O.S.T. Commission in this capacity. I look forward to Chief Forkus' participation on the committee and his reports to CPOA's Board of Directors.

Sincerely,

Floyd Tidwell  
President

DEPARTMENT OF JUSTICE

JOHN K. VAN DE KAMP, Attorney General

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CALIFORNIA 95816-7083

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November 8, 1990

James C. Lombardi, President  
California Reserve Peace  
Officers' Association  
P. O. Box 5622  
San Jose, CA 95150-5622

Dear Mr. Lombardi:

Thank you for your October 31, 1990 letter requesting on behalf of the California Reserve Officers' Association that a representative of the Association be appointed to the POST Advisory Committee.

This request will be considered by the Commission at its January 17, 1991 meeting which will be held at the Holiday Inn On-The-Bay in San Diego. We will certainly be pleased to let you know of any action the Commission may take and will keep you apprised of the status of your request.

Thank you for your interest.

Sincerely,



NORMAN C. BOEHM  
Executive Director



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COMMUNITY UNITED AGAINST VIOLENCE

Floyd Tidwell  
Chair  
Commission on POST  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083

February 4, 1991

Dear Sheriff Tidwell,

I understand that one must make a formal, written request in order to have an item placed on the Commission of POST's agenda. Please consider this letter such a request.

Senate Bill 2680 requires POST to 'develop and disseminate guidelines and training for all law enforcement officers in California...to deal with the racial and cultural diversity of the state citizenry.' In October, 1990, I corresponded with POST's Executive Director Norman Boehm about the inclusion of lesbian/gay/bisexual sensitivity training as part of SB2680. Despite the urging of many law enforcement officials, as well as the apparent intention of Senator Boatwright for the guidelines to include lesbian/gay issues, POST has apparently determined that the language of SB2680 does not include the lesbian/gay/bisexual community.

Community United Against Violence (CUAV) has been training police and other law enforcement about the lesbian/gay community in San Francisco for many years. Without making any endorsement of homosexuality, law enforcement officials here have recognized that due to great cultural misunderstanding, law enforcement has often made poor decisions and taken regrettable actions at the expense of this community. Therefore, they have worked with CUAV to develop a training that illuminates the special needs of lesbians and gay men as well as providing insight into the cultural differences that lead to misunderstanding. We believe that this type of training is applicable and imperative for all California law enforcement personnel. Therefore we request that this be an item on your April 18, 1991 meeting agenda, in order that a dialogue begin about this important issue.

I look forward to hearing from you confirming this item's placement on your agenda. Please let me know if there are specific guidelines I need to be aware of regarding the format of the meeting.

Thank you in advance for your attention to this matter.

Very truly yours,

Jim R. Tregor, Program Coordinator

514 CASTRO STREET, SAN FRANCISCO, CA 94114. (415) 864-3112

## DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

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February 19, 1991

Jill R. Tregor  
Program Coordinator  
Community United Against Violence  
514 Castro Street  
San Francisco, CA 94114

Dear Ms. Tregor:

This letter is in response to your request of Chairman Tidwell for an item on the Commission's agenda. As you may be aware, we have received many inquiries about the subject of your letter. It remains our view that the purpose and intent of SB 2680 is to address issues of race and cultural diversity brought about by immigration.

We recognize that there are other groups who may be the subject of hate crimes and/or discrimination. While issues relating to gays, lesbians, and bi-sexuals are not included in the SB 2680 study, we have expressed the intention to look at peace officer training needs in that area after our current study is completed. A copy of prior correspondence is enclosed.

Generally matters are brought to the Commission accompanied by staff work which, as we indicated, would begin after the SB 2680 work is completed. Under the circumstances, we believe it premature to schedule an item on this matter for Commission consideration.

Should you have remaining concerns or questions, please contact Bureau Chief Ken O'Brien or Senior Consultant Dave Spisak at (916) 739-5305.

Sincerely,

NORMAN C. BOEHM  
Executive Director

Enclosures

JOHN BURTON  
CHAIR  
TOM BATES  
CAROL BENTLEY  
TERRY B. FRIEDMAN  
THOMAS MCCLINTOCK  
RILEY QUACKENBUSH  
KEVIN ROOS  
CURTIS R. TUCKER JR.

Assembly  
California Legislature



CHIEF COUNSEL  
MICHAEL L. PINKERTON

COUNSEL  
JULIA CLINE NEWCOMB  
JUDITH M. GARVEY  
LAWRENCE J. DURAN

CONSULTANT  
LAURA L. HANKINS

COMMITTEE SECRETARY  
ROSE MORRIS

Committee on Public Safety

1121 L STREET, SUITE 803  
SACRAMENTO, CA 95814  
(916) 445-3268

February 13, 1991

Mr. Sherman Block, Chair  
Commission on Peace Officer  
Standards and Training  
1601 Alhambra Boulevard  
Sacramento, CA 95816

Dear Sheriff Block:

As you know, Senator Boatwright's SB 2680 requires the Peace Officer Standards and Training Commission to develop and disseminate guidelines and training for peace officers in California on the racial and cultural differences of people in the state. I am writing to urge you to include lesbian, gay, and bisexual sensitivity training under the mandate of SB 2680.

The need for such training is particularly significant in light of a recent incident involving my constituents. Members of San Francisco activist groups went to Governor Wilson's inaugural ceremonies to call attention to the lesbian and gay agenda. I am very concerned about reports that they were taken to the Sacramento County Sheriff's Department where they were allegedly subjected to physical, verbal and emotional abuse by members of the Sheriff's Department.

I am enclosing a resolution passed by the San Francisco Board of Supervisors calling on your commission to require law enforcement officials to receive lesbian, gay, and bisexual sensitivity training. Police officers are essential in efforts to respond to and prevent hate violence but often they are not trained to handle situations involving people who have different lifestyles.

Please advise me whether or not you are planning to incorporate such training.

Peace and friendship,

  
JOHN BURTON  
Chair

JLB:JMG:vlh  
Enclosure

COMMISSION ON POS  
Feb 15 @ 56 AM '91

DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

600 MBRA BOULEVARD  
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February 19, 1991

The Honorable John Burton  
California State Assembly  
P. O. Box 942849  
Sacramento, CA 94249-0001

Dear Assemblyman Burton:

Thank you for your February 13, 1991 letter to Mr. Sherman Block who is our most recent Past-Commission-Chairman. As you may be aware, we have received other correspondence on the subject of Senate Bill 2680 requiring the Commission to develop and disseminate guidelines and training for peace officers in California on racial and cultural differences. Enclosed is a copy of our response to Helen Roth Dowden, Legislative Advocate for the City and County of San Francisco.

As you will note, we propose to conclude the study before us, as we have defined it, in order to meet our July 1, 1991 legal requirement. We would then be in a position to consider study of additional law enforcement training needs proposed by these and possibly other groups.

Thank you for your interest. If there are questions, please contact myself or Hal Snow, our Legislative Coordinator, at (916) 739-5333.

Sincerely,

NORMAN C. BOEHM  
Executive Director

Enclosure



DEPARTMENT OF JUSTICE

DANIEL E. LUNGREN, Attorney General

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1001 ALHAMBRA BOULEVARD  
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March 14, 1991

The Honorable John L. Burton  
Chairman, Assembly Public Safety Committee  
California State Assembly  
State Capitol  
Sacramento, CA 95814

Dear Assemblyman Burton:

In a recent conversation with Hal Snow of POST, your office requested clarification of the Commission's intention regarding law enforcement training in dealing with the gay and lesbian community. This was initiated by a number of individuals and organizations expressing concern over hate crimes enforcement and law enforcement sensitivity.

As we previously indicated in correspondence to others, POST intends to initiate a review of current training and future training needs in this area. The review will include input from law enforcement, trainers, and the public, particularly representative of persons who have previously expressed interest in this subject.

The Commission's purpose is to provide needed appropriate training for law enforcement. If there appears to be a need for additional or revised training as a result of this review, a recommendation will be made to the POST Commission accordingly.

POST is working on research and development activities required by SB 2680 dealing with minority and new immigrant groups which we expect to be finished during July 1991. At that time, staff doing the current SB 2680 study will be assigned to begin work on this review.

Please feel free to contact me or our Legislative Coordinator, Hal Snow, at (916) 739-5333.

Sincerely,



NORMAN C. BOEHM  
Executive Director

